

Regular Meeting
Naugatuck Housing Authority Board of Commissioners
Date & Time

January 13, 2010
5 p.m.

Place: George B. Lewis II
Community Room – Weid Drive

- 1.) Pledge of Allegiance
- 2.) Approval of December 16th, 2009 minutes- regular meeting.
- 3.) Maintenance Supervisor's Report
- 4.) Executive Director's Report
- 5.) Old Business: Update on projects at all of our complexes
- 6.) New Business: George B. Lewis I, Roofing and vinyl siding contract/ bid issue.
- 7.) Adjournment

**The Naugatuck Housing Authority
Regular Meeting of the Board of Commissioners
Minutes- January 13, 2010**

1. The Regular Meeting of the Naugatuck Housing Authority Board of Commissioners was called to order at 5:01 p.m. by Vice-Chairperson Laurie Jackson. Said meeting was held in the Community Room at Weid Drive – GBL II. The following were in attendance:

Commissioners:

Laurie Jackson
Maria Fidalgo
Debra Miller
Elaine Russell

Executive Director Kevin Knowles
Burgess Henry Kuczenski

Absent-Theresa Swanson

2. Vice – Chairperson Jackson led in the pledge of Allegiance to the Flag.
3. Voted: Unanimously on a motion by Commissioner Fidalgo and seconded by Commissioner Russell to approve the minutes from the regular meeting of December 16th, 2009 (each member having received a copy for review).
4. The Maintenance Supervisor's Report was tabled to the February meeting due to the absence of Maintenance Supervisor Sam Behuniak, who was in the hospital.
5. Executive Director's Report

Executive Director's Report:
December Report
January 13, 2010

All draw downs for both capital and operating funds have been completed for the month of December for our federal (HUD) complexes.

The bids have come in for the Roofing, Siding and Railings at George B. Lewis I and Railings at George B. Lewis II.

The Cabinet Project at George B. Lewis I will be starting again on 1/18/10. The installers broke off for the holidays. They are at the half-way mark.

The Federalization of our MR: Lewis Circle is in progress, I am working with officials from both CHFA and HUD to complete our application.

HUD inspectors did a review and inspection of Lewis Circle and they were impressed with the outside improvements and with the knowledge of the upcoming installation of new energy efficient windows and the kitchen upgrades.

Section 3 reports to HUD were completed and sent to HUD. These reports report on our Capital Grants and our ARRA Funds.

I have been in contact with Lt. Harrison our liaison from the Naugatuck Police Department on issues related to our complexes.

Our weatherization project at Oak Terrace is moving forward.

The Energy Audits and improvements are on going and the Heat/Cooling (air conditioning) Pumps installations are progressing at Oak Terrace.

New Energy efficient windows in Buildings 19 through 37 at Oak Terrace will be installed beginning in January.

I have been working with New Opportunities, Inc. and CL& P to explore the possibility of installing new kitchen and bathroom ceiling fans at Oak Terrace, the current ones have a weak draw and aren't energy efficient. The fans would come from CL&P or (ARRA Stimulus funds).

6. Old Business; Update on ongoing upgrades and projects, at our complexes.

Executive Director Knowles gave the commissioners information concerning the ongoing upgrades at the Naugatuck Housing Authority complexes.

Oak Terrace

An energy audit is being performed and the following items are part of the said audit. Blower test, aerators installed (2), hand held shower head (1), replaced 15 w bulbs (as needed), replaced 20 w bulbs (as needed). Every resident will be given two (2) table lamps with energy efficient bulbs, front and rear doors will be weather-stripped, 1 smoke detector will be installed, 3 thermostats will be placed in the apartment, 1 heating/cooling (air conditioning) heat pump, 1 new refrigerator will be installed in each unit, new exhaust fan in kitchen & bathroom is in the process of being determined. Buildings 19-37 will receive new thermal energy efficient windows. .

Robert E. Hutt Congregate

An architectural review has been completed and the housing authority will be moving forward with exterior improvements.

Lewis Circle

The federalization program is ongoing and will be coordinated with our new energy efficient window upgrades and kitchen remodeling project.

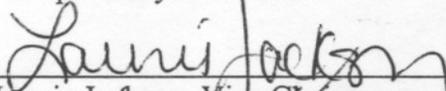
George B. Lewis I & II

Bids have gone out for the roofing, siding and railing projects which should start in the spring.

Voted: Unanimously on a motion made by Commissioner Miller and seconded by Commissioner Fidalgo to accept the withdrawal of the bid for Roofing, Siding and Railings at George B. Lewis I & II from Thompson- General Contractors, Inc. 83 Hemingway Ave, East Haven, Ct 06512, due to an error in estimating.

7. Voted: Unanimously on a motion made by Commissioner Russell and seconded by Commissioner Miller to award the bid for Roofing , Siding and Railings at GBL I & II to BRD Builders, 2099 Main Street, Hartford Ct, 06102 in the amount of \$388,380, due to the withdrawal of Thompson General Contractors, Inc, from the bidding process.
8. Voted: Unanimously on a motion made by Commissioner Russell and seconded by Commissioner Fidalgo to adjourn at 5:35 pm.

Respectfully submitted:



Laurie Jackson, Vice Chairperson



Kevin Knowles, Executive Director