

Minutes of Meeting

The SPECIAL Meeting of the Housing Authority of the City of Norwalk was held at 5:00 PM August 27, 2018.

PLACE: **Central Offices**
24 ½ Monroe Street
Norwalk, CT 06854

PRESENT: Cesar Ramirez, Chairman
Jeffrey Ingraham Vice Chairman
Sheri M. Brown, Treasurer
Brenda Penn-Williams, Commissioner
Rahoul Dupervil, Commissioner

ATTENDING: Adam Bovilsky, Executive Director
Tom Ivers, CNI Director
Donna Lattarulo, Legal Counsel
Rolan Young Smith, Attorney - Reno & Cavanaugh
Patrick Lee, Trinity Financial
Mike Lozano, Trinity Financial
Jason Papp, Norwalk Hour

Meeting opened at 5:07 PM

Chairman Ramirez opened the meeting and confirmed Commissioner's attendance.

New Business:

Adam Bovilsky and Tom Ivers described LEEDS certification as it relates to Choice Neighborhood Initiative and buildings and Choice Neighborhood Initiative Neighborhood Design.

15:33 Commissioner Brown moved to:

Approve Contract with New Ecology of Boston MA to perform Choice Neighborhood Initiative Leadership in Energy & Environment Neighborhood Design (LEED-ND) Certification at a cost not to exceed \$100,000 as set forth on attachment.

Commissioner Ingraham seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in Favor.

Motion was carried.

15-34 Commissioner Brown moved to:

Approve Contract with A-1 Siding and Windows, LLC in the amount of \$240,355 for installation of new windows and air conditioner sleeves at 20 West Avenue Apartments as set forth on attachment.

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

Commissioners asked questions about project scope of this project. Adam Bovilsky and Donna Lattarulo described project and answered questions.

15-35 Commissioner Ingraham moved to:

Approve Commissioners and Staff to attend NAHRO National Conference and Exhibition **INNOVATE 2018: IMPLEMENT** held at the Hyatt Regency in Atlanta GA - Oct 25-27, 2018 at an Early Bird Registration Cost of \$495 – registrations made by Sept 14 and room rate of \$219 per night, plus tax as set forth on the attachment.

Commissioner Dupervil seconded the motion.

There was discussion about the conference and benefits of staff attending.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-36 Commissioner Dupervil moved to:

Approve Marie Juleau's enrollment in two 3 credit courses, Social Policy and a Social Work Skills Lab at Fordham University Graduate School of Social Services, Westchester NY at a cost of \$5,820 as set forth on the attachment.

Commissioner Brown seconded the motion.

A question was raised regarding available budget for such educational initiatives and staff explained this was within budget.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-37 Commissioner Dupervil moved to:

Kras Carlucci to attend Nan McKay Family Self-Sufficiency (FSS) training, October 1-3, Held at Hampton Inn and Suites, Sarasota Springs, NY at a cost of \$892.50 registration and \$126.00 per night lodging as set forth on attachment.

Commissioner Brown seconded the motion.

A discussion ensued about the Moving to Work (MTW) program and possible NHA application to becoming a Moving to Work Housing Authority. FSS services training provided by this seminar is a critical component of the MTW program as envisioned by Adam Bovilsky. Therefore, he encouraged Ms. Carlucci to attend the training.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-38 Commissioner Ingraham moved to:

Approve Greg Lickwola attendance at the 20th Annual CONN-NAHRO convention held August 27-28 at a cost of \$500.00 as set forth on attachment.

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

At 5:35 the Meeting suspended for Public Hearing and Public Comment Re:

REVISIONS TO HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN AND MANAGEMENT OF PROJECT BASED VOUCHERS AND ANNUAL PLAN.

At 5:45 in the absence of Public Comment, the meeting resumed.

15-39 Commissioner Brown moved to:

Revisions to Housing Choice Voucher Administrative Plan for Management of Project Based Vouchers and Annual Plan as set forth on attachment.

Commissioner Penn-Williams seconded the motion.

Staff was asked for the history of this Administrative Plan change. Board discussed the April 24, 2018 vote approving the placement of 21 Project Based Vouchers into Phase of CNI II and that this vote was the next step to effectuate the previous vote. The public comment period and lack of public participation was noted and the following steps, including HUD approval was noted.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

Tom Ivers reviewed relocation opportunities available to Washington Village residents who were determined by Trinity to be over-income. A discussion by Commissioners, staff and Trinity representatives explored whether the over income issue had been previously explained to Commissioners and tenants. Commissioners requested staff follow up regarding this matter at the next meeting.

Commissioner tabled:

i) Approval of the Agreement to Enter Housing Assistance Payments contract for Soundview Landing was tabled as documents were not yet available to Commissioners.

15-40 Commissioner Dupervil moved to:

Approve Resolution and consent between the Housing Authority of the City of Norwalk and Connecticut Housing Finance Authority (CHFA) to enter into an assistance agreement to obtaining financial assistance in the form of a grant from CHFA in the amount of \$3,406,784 as set forth on attachment

Commissioner Brenda Penn-Williams seconded the motion.

There was a discussion of the scope of Ludlow Commons improvements and a plan to temporarily move tenants.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

At 7:10 Adam Bovilsky turned the meeting over to Rolan Young. Attorney Young gave an initial evaluation of the documents contained in item:

k.) Review of Real Estate and Financing Transaction Documents in connection with the Development of Washington Village Phase Two.

A date of September 10, 2018 has been set for final review of these documents at which time Commissioners will vote on item:

j.) Resolution Authorizing Certain Acts in Connection with the Redevelopment of Washington Village Phase 2 Redevelopment.

15-41 Commissioner Dupervil moved to adjourn to the Executive Session to discuss personnel matters.

Commissioner Brown seconded the motion. All in Favor.

At 7:50 Commissioners adjourned to the Executive Session.

At 8:25 Commissioner Ingraham moved to bring the meeting out of Executive Session.

Commissioner Brown seconded the motion. All in favor

As there were no decisions or action taken during the Executive Session to be reflected in the minutes Commissioner Dupervil moved to close the meeting.

Commissioner Penn-Williams seconded the motion. All in Favor.

Meeting Adjourned at 8:28

Respectfully Submitted,

Adam Bovilsky
Executive Director/Secretary

