

## Minutes of Meeting

The Regular Meeting and Public Hearing of the Housing Authority of the City of Norwalk was held at 5:00 PM November 14, 2018.

PLACE: **CNI Offices**  
**149 Water Street**  
**Norwalk, CT 06854**

PRESENT: Cesar Ramirez, Chairman  
Jeffrey Ingraham, Vice Chairman  
Sheri M. Brown, Treasurer (arrived at 5:30)  
Brenda Penn-Williams, Commissioner (arrived at 5:25)  
Rahoul Dupervil, Commissioner

ATTENDING: Adam Bovilsky, Executive Director  
Candace Mayer, Deputy Director  
Thomas Hickey, Finance Director  
Tom Ivers, CNI Director  
Patricia Marsden-Kish, Education Director  
Greg Lickwola, Construction Manager  
Guy Rocco, Director of Maintenance  
Donna Lattarulo, Legal Counsel  
Phil Mayfield, OKM & Associates  
Christopher Doepper, Dimeo Construction  
Nichole Jefferson, Connecticut Workforce Initiative 2  
Moe Ramos, Connecticut Workforce Initiative 2  
Joseph Baez, Connecticut Workforce Initiative 2  
Hope Redding, Connecticut Workforce Initiative 2  
Dominique Baez, Connecticut Workforce Initiative 2  
Lisa Muniz Wilson, Connecticut Workforce Initiative 2

Meeting opened at 5:21 PM

Chairman Ramirez opened the meeting. Adam Bovilsky recognized Chairman Cesar Ramirez, Vice Chair Jeffery Ingraham and Commissioner Rahoul Dupervil as present. A quorum was established. Commissioner Penn-Williams arrived at 5:25 PM. Commissioner Brown joined the meeting at 5:32 PM.

### **Report of the Secretary**

Adam Bovilsky introduced Nichole Jefferson of Connecticut Works Initiative 2 (CWI2). She and her colleagues presented an update regarding Soundview Landing Phase 11 employment and training opportunities for Norwalk Housing Authority residents and Norwalk minority owned businesses. A discussion ensued regarding the length of CWI2's contract and whether there was sufficient resources going into Dimeo's Section 3 efforts.

Adam Bovilsky confirmed upcoming events December 12<sup>th</sup> - Regular Meeting and Public Hearing, December 18<sup>th</sup> - Chamber Holiday Dinner, January 25<sup>th</sup> - Mayors Ball. Mr. Bovilsky noted in addition to Vice Chairman Ingraham currently serving, Chairman Cesar Ramirez was formally appointed to the Norwalk Fair Housing Advisory Commission. This appointment took place at the City of Norwalk Common Council Meeting October 23, 2018.

Mr. Bovilsky then announced a potential partnership with the Riverbrook Y which would allow 3 Norwalk Housing Learning Centers to utilize the first floor of the building at 98 South Main. This will benefit both the Riverbrook Y and Norwalk Housing Learning Centers.

**15-56** Commissioner Penn Williams moved to table old business – Items a.- h.

Commissioner Brown seconded the motion.

### **ACTION**

### **AYES**

### **Abstention**

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

All in Favor, Motion Carried.

**Chairman Ramirez opened the meeting for public comments regarding revisions to the 2018 PHA Plan as it relates to the administration of newly awarded Mainstream Vouchers. As there were no public comments Commissioners returned to the meeting.**

**New Business:**

**15-57** Commissioner Ingraham moved to approve:

- i. Revision regarding addition to 2018 PHA Plan as it relates to the administration of Mainstream Vouchers.

Commissioner Brown seconded the motion

Commissioners discussed benefit of these vouchers dedicated to homeless and those leaving institutional care who are at risk of being homeless.

**ACTION**

**AYES**

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

**Abstention**

All is favor. Motion carried.

At 6:18:

**15-58** Commissioner Brown moved to adjourn to the Executive Session

Commissioner Dupervil seconded the motion.

**ACTION**

**AYES**

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

**Abstention**

All is favor. Motion carried.

Commissioners adjourned to the Executive Session.

At 6:23:

Commissioner Brown moved to adjourn the Executive Session

Commissioner Penn-Williams seconded the motion.

All in Favor. Motion was carried

At 6:30:

Commissioners moved out of the Executive Session and into Regular meeting.

**15-59** Commissioner Ingraham moved to approve:

Vesta litigation settlement for a total sum of \$1,050,000, to be incorporated into a formal settlement agreement and release which will be drafted by legal counsel and executed by the Executive Director.

Commissioner Dupervil seconded the motion.

**ACTION**

**AYES**

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

**Abstention**

All is favor. Motion carried.

AT 6:45: Donna Lattarulo left the meeting.

Phil Mayfield took the floor identifying updates and answering questions to proposed 2019 PHA Plan Changes. Commissioners will have another opportunity to review before the document is presented for final approval December 12, 2018. Mr. Mayfield stated in December of 2020 Norwalk Housing Commissioners in addition to an annual plan, will be asked to approve the next 5-year PHA plan.

**15-60** Commissioner Ingraham moved to table New Business items k.- r.

Commissioner Brown seconded the motion.

Due to the length of the agenda Commissioners agreed.

**ACTION**

**AYES**

**Abstention**

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

All in Favor, Motion Carried.

**15-61** Commissioner Penn-Williams moved to approve:

- t. (1) Ruth Jackson Tuition Assistance at University of Phoenix for 3 credit Master of Psychology, MSP-003, Course PSYCH/625 in the amount of \$2,289.

Commissioner Ingraham seconded the motion.

A recommendation from Lisa Roger stated Ruth is a vital member of the NHA Family Self Sufficiency team.

**ACTION**

**AYES**

**Abstention**

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

All in Favor, Motion Carried.

**15-62** Commissioner Penn-Williams moved to approve:

- s. Resolution authorizing the Executive Director, Adam Bovilsky, to instruct the Department of Housing and Urban Development to deposit all Norwalk Housing Authority SECT 8 Funds into Webster bank account #1918084898.

Commissioner Dupervil seconded the motion.

Commissioners with input from Tom Hickey and Treasurer Sheri Brown discussed the NHA check writing and signing process. Tom stating built in checks and balances make this a financially sound process.

**ACTION**

**AYES**

**Abstention**

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

All in favor. Motion carried.

**15-63** Commissioner Penn-Williams moved to approve:

t. (2) 2019 Revised Housing choice Voucher Payment Standards.

Commissioner Dupervil seconded the motion.

Candace Mayer detailed changes to census tracts which now reflect economic opportunity.

**ACTION**

**AYES**

**Abstention**

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

All in Favor, Motion Carried.

**15-64** Commissioner Brown moved to approve:

- u. Lease agreement with Dimeo Construction for the use of Washington Village Community Center during Soundview Landing Phase 11 construction.

Commissioner Dupervil seconded the motion.

Tom Ivers stated rental income would be funneled into CNI program activities.

**ACTION**

**AYES**

**Abstention**

Commissioner Ramirez  
Commissioner Ingraham  
Commissioner Dupervil  
Commissioner Brown

Commissioner Penn-Williams

All in Favor, Motion Carried.

**15-65** Commissioner Penn-Williams moved to approve:

- v. Jamie Banks, Anabel Delacruz and Ruth Jackson to attend Nan McKay HCV training at the Housing Authority of the City of Passaic, December 10-14 at a sale Registration fee of \$1200, motel cost of \$170 per night, plus meals and incidentals of \$400.00.

**ACTION**

**AYES**

**Abstention**

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

Kras Carlucci mentioned she has seen her staff benefit from all Nan McKay training.

At 8:45

Commissioner Dupervil seconded the motion. Commissioner Brown seconded the motion. All in Favor.

The meeting adjourned at 8:50.

Respectfully submitted,

\_\_\_\_\_  
Adam Bovilsky  
Executive Director/Secretary