

Minutes of Meeting

The Regular Meeting and Public Hearing of the Housing Authority of the City of Norwalk was held at 5:00 PM January 16, 2019.

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

PRESENT: Cesar Ramirez, Chairman
Jeffrey Ingraham, Vice Chairman
Sheri M. Brown, Treasurer (arrived at 5:07)
Brenda Penn-Williams, Commissioner
Rahoul Dupervil, Commissioner

ATTENDING: Adam Bovilsky, Executive Director
Kara Capone, Development and Grants 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
Claire Daigle, Dimeo Construction
Joe Ryan, Dimeo Construction
Nichole Jefferson, Connecticut Workforce Initiative 2
Moe Ramos, Connecticut Workforce Initiative 2 (arrived at 6:15)
Joseph Baez, Connecticut Workforce Initiative 2 (arrived at 6:15)
Hope Redding, Connecticut Workforce Initiative 2 (arrived at 6:15)
Dominique Baez, Connecticut Workforce Initiative (arrived at 6:15)
Lisa Muniz Wilson, Connecticut Workforce Initiative 2 (arrived at 6:15)

Meeting opened at 5:05 PM

Adam Bovilsky recognized Chairman Cesar Ramirez. Chairman Ramirez opened the meeting and established the presence of a quorum.

Report of the Secretary

Adam Bovilsky noted new agenda format in which all routine department reports will be voted on as one item. He stressed individual reports presented in this manner are always open for discussion. Chairman Ramirez sought the Commissioner's consent moving ahead with this format. Commissioner agreed this change would make voting more efficient.

Adam presented proposed dates for upcoming Board retreat and referenced community events of interest to NHA Commissioners. He then discussed an anticipated partnership with the City of Norwalk and the YMCA regarding partial use of the 98 South Main building.

At 5:35 PM

Old Business:

15-80 Commissioner Brown moved to approve:

- a. Minutes of Regular meeting and Public Hearing December 12, 2018.

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Penn-Williams

Abstention

Commissioner Dupervil

Commissioner Dupervil did not attend the December 12, 2018 meeting therefore abstained from voting.

Motion Carried.

15-81 Commissioner Brown moved to approve:

- b. Treasurer Report - July, August and September 2018,
Bills/Communication - October, November and December 2018;
Admissions / Occupancy - October, November and December 2018;
Maintenance Reports - October, November and December 2018;
MOD Reports - September, October, November and December 2018;
Education Reports - September, October, November and December 2018;
CNI Reports – September, November and December 2018;

Commissioner Dupervil seconded the motion.

All is favor. Motion carried.

New Business:

15-82 Commissioner Brown moved to approve:

- a. Minutes of the Regular Meeting and Public Hearing December 12, 2018.

Commissioner Penn-Williams seconded the motion.

Commissioner Dupervil was not present at this meeting therefore abstained from voting.

ACTION	AYES	Abstention
	Commissioner Ramirez Commissioner Ingraham Commissioner Brown Commissioner Penn-Williams	Commissioner Dupervil

All is favor. Motion carried.

15-83 Commissioner Brown moved to approve:

- b. Treasurers Report – October 2018
Bills and Communications – January 2019
Operations Report – January 2019
Maintenance Report – January 2019
Modernization (MOD) Report – January 2019
Education Report – January 2019
Choice Neighborhoods Initiative (CNI) Report – January 2019

Commissioner Penn-Williams seconded the motion.

Commissioners requested clarification of expense categories, reviewing electric and cell phone rates.

ACTION	AYES	Abstention
	Commissioner Ramirez Commissioner Ingraham Commissioner Brown Commissioner Penn-Williams Commissioner Dupervil	

All in Favor. Motion was carried.

At 6:35 PM

Patricia Marsden-Kish, Kras Carlucci and Guy Rocco left the meeting.

15-84 Commissioner Ingraham moved to approve:

- c. Selections of O’Riordan-Migani Architects, Seymour CT, to create Learning Center and CNI office space at 98 South Main at a cost of \$20,000.

Commissioner Brown seconded the motion.

Because of cost efficiencies and previous work with the learning centers, Greg Lickwola recommended moving forward with O’Riordan-Migani architects. Tom Ivers spoke to the viability of relocating CNI offices to 98 South Main space.

ACTION**AYES****Abstention**

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

All in favor. Motion carried.

Adam Bovilsky introduced Joe Ryan and Clair Daigle, DIMEO constructions managers. Commissioners asked Ms. Daigle to clarify Washington Village Phase Two and Three, Section 3 hiring goals . Adam suggested Trinity Financial present Section 3 methodology and compliance objectives at next board meeting. Commissioners expressed strong interest.

15-85 Commissioner Ingraham moved to approve:

- d. Selection of Archidesign Group, LLC. Danbury CT to complete bid on John Shostack roof replacement at a cost of \$13,800.00

Commissioner Dupervil seconded the motion.

ACTION**AYES****Abstention**

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

All in Favor. Motion Carried.

15-86 Commissioner Ingraham moved to approve:

- e. Selection of Architect Lothrop Associates LLP, White Plain NY, for bid on replacement of Ludlow Village siding, windows, doors and parking lot at of cost of \$29,900.

Commissioner Dupervil seconded the motion.

ACTION**AYES****Abstention**

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

All in Favor. Motion was carried.

15-87 Commissioner Dupervil moved to approve:

- f. Stanley Construction Change order # 1 – pantry door installation, to be included during Roodner Court kitchen replacement at a cost of \$107,105.

Commissioner Brown seconded the motion.

Greg Lickwola stated, after reviewing plans, addition of this pantry door was a low-cost solution to additional kitchen storage.

ACTION**AYES****Abstention**

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

All in Favor. Motion was carried.

15-88 Commissioner Ingraham moved to approve:

- g. 12-month extension with Housing Opportunities Unlimited (HOU) - Washington Village case managers.

Commissioner Dupervil seconded the motion.

Tom Ivers suggested it was in the best interest of Washington Village families to retain HOU services for another years.

ACTION

AYES

Abstention

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

All in favor. Motion carried.

15-89 Commissioner Dupervil move to approve:

h. Ruth Jackson tuition assistance at University of Phoenix for 3 credit Master of Psychology Course PSYCH/635. *Psychology of Learning, in the amount of \$2,289.

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

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

At 7:09 PM

Commissioner Ingraham left the meeting.

Nicole Jefferson and staff took the floor to present CWI2's WV Phase II resident building/construction trade training program. Commissioners expressed interest in workforce development and outreach to Norwalk minority owned businesses.

i. CWI2 Proposal

Commissioners tabled this item until the next meeting.

At 7:55 PM

Commissioner Brown moved to adjourn the meeting. Commissioner Dupervil seconded the motion.

All in favor Meeting Adjourned.

Respectfully submitted,

Adam Bovilsky
Executive Director/Secretary