Minutes of Meeting

The Regular Meeting/Public Hearing of the Housing Authority of the City of Norwalk was held at 5:00 PM June 10, 2019.

PLACE: CNI Offices
149 Water Street
Norwalk, CT 06854

PRESENT: Cesar Ramirez, Chairman
Jeffrey Ingraham, Vice Chairman
Sheri M. Brown, Treasurer

ABSENT: Brenda Penn-Williams, Commissioner
Rahoul Dupervil, Commissioner

ATTENDING: Adam Bovilsky, Executive Director
Kara Capone, Development and Grants Director
Thomas Hickey, Finance Director
Greg Lickwola, Construction Manager
Guy Rocco, Director of Maintenance
Donna Lattarulo, Legal Counsel
Tom Ivers, CNI Director
Kras Carlucci, Director of Operations
Wendy Gerbier, Director of Learning Centers
Leigh Morfoot, Kin Observer Videography
Jason Morfoot, Kin Observer Videography

Meeting opened at 5:10 PM

Adam Bovilsky recognized Chairman Ramirez. Chairman Ramirez established the presence of a quorum and opened the meeting. It was noted that Commissioner Penn-Williams and Commissioner Dupervil had notified Board members they were unable to attend.

As the first order of business Chairman Ramirez suggested tabling the Election of Officers until all Commissioners were present. Commissioner Ingraham made the formal motion and Commissioner Brown seconded. All were in favor.

Chairman Ramirez opened the Public Hearing regarding changes to the Norwalk Housing Admissions and Occupancy Program (ACOP). Adam Bovilsky recognized Leigh and Jason Morfoot of Kin Observer. They did not participate in the Public Hearing. As there was no Public comment Commissioner Ingraham moved to close the Public Hearing. Commissioner Brown seconded the motion.

Report of the Secretary

Commissioners briefly discussed Section 3 hires as they relate to Washington Village Phase Two and Three construction. Section 3 hiring remains a priority. Commissioner Ramirez requested DIMEO construction attend the next board meeting.

Adam suggested tabling discussion of changes to the Tenant Repayment Policy until all Commissioners were present.

There were no Commissioner inquiries from the previous meeting.

Old Business:

16-23 Commissioner Brown moved to no longer maintain the Learning Center Middle School Program,
Commissioner Ingraham seconded the motion.

Adam noted this was a topic of discussion during the May 29 Board retreat. Due to low middle school attendance existing students would be transitioned to another area program. NHA Learning Centers would fund this transition.
All in favor. Motion Carried.

16-24 Commissioner Brown moved to approve:
   b. Norwalk Housing Authority Admissions and Occupancy Program (ACOP) Changes
   Commissioner Ingraham seconded the motion.

Adam detailed these changes regarding the Choice Neighborhood Re-Occupancy, Tenant Security Deposit and Maximum Occupancy Standards.

All is favor. Motion carried.

New Business:

16-25 Commissioner Brown moved to approve:
   a. Award John Shostack roof replacement contract to Stanley Construction, LLC of Seymour Connecticut.
   Commissioner Ingraham seconded the motion.

Greg Lickwola explained the bidding process. Stanley Construction’s bid was competitive and has successfully completed major projects for the Norwalk Housing Authority.

All is favor. Motion carried.

16-26 Commissioner Ingraham moved to approve:
   Commissioner Brown seconded the motion.

Tom Hickey the Management Plan included a small rent increase.

All is favor. Motion carried.

16-27 Commissioner Ingraham moved to approve:
   c. July 1, 2019 contract renewal with Utopia Assisted Living Services, Inc. serving Ludlow Commons Assisted Living Congregate Services.
   Commissioner Brown seconded the motion.

Kras Carlucci stated Ludlow Commons residents as well as NHA and Ludlow Commons Staff were very happy with services Utopia provided.
All in favor. Motion carried.

16-28 Commissioner Brown moved to approve:

d. Minutes of the 5/15/2019 Regular Board Meeting.

Commissioner Ingraham seconded the motion.

All in Favor. Motion was carried.

16-29 Commissioner Brown moved to approve:

e. Treasurers Report – March 2019
   Bills / Communications – 2019
   Operations - May 2019
   Maintenance – May 2019
   Modernization(MOD) – May 2019
   Education Report – May 2019
   CNI Report – May 2019

Commissioner Ingraham seconded the motion.

All in favor. Motion carried.

Commissioners again stated they would table Election of Officers until all Board members were present.

Attorney Lattarulo stated there was no need for an Executive Session.

At 5:58 PM

Commissioner Brown moved to adjourn to the Meeting. Commissioner Ingraham seconded the motion.

All is favor. Meeting adjourned.

Respectfully submitted,

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Adam Bovilsky
Executive Director/Secretary