Minutes of Meeting

The Regular Meeting of the Housing Authority of the City of Norwalk was held at 6:00 PM September 17, 2019.

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

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

ATTENDING: Adam Bovilsky, Executive Director
Kara Capone, Development and Grants Director
Paul Modugno, Assistant Finance Director
Greg Lickwola, Construction Manager
Josiah Francis, Director of Maintenance
Tom Ivers, CNI Director
Kras Carlucci, Director of Operations
Wendy Gerbier, Director of Learning Centers

Meeting opened at 6:14 PM.

Adam Bovilsky established the presence of a quorum. Chairman Ramirez, Vice Chairman Ingraham and Commissioner Dupervil were present.

Adam stated Commissioners Brown and Penn-Williams were in route to this meeting.

Chairman Ramirez suggested the order of this meeting be changed to reflect:

New Business:

16-38 Commissioner Dupervil moved to approve:

h. June 10, 2019 Minutes of the Regular Meeting

Commissioner Ingraham seconded the motion.

ACTION
AYES
Commissioner Ramirez
Commissioner Dupervil
Commissioner Ingraham

ABSENT
Commissioner Penn-Williams
Commissioner Brown

All in Favor. Motion Carried.

16-39 Commissioner Ingraham moved to approve:

h. August 29, 2019 Minutes of the Special Meeting

Commissioner Dupervil seconded the motion.

ACTION
AYES
Commissioner Dupervil
Commissioner Ingraham
Chairman Ramirez

ABSENT
Commissioner Penn-Williams
Commissioner Brown

All in favor. Motion carried.

At 6:16 Commissioner Penn-Williams arrived.

Commissioners discussed the Norwalk Housing Learning Center goals. Wendy Gerbier stated NHA Learning Centers are working closely with Norwalk Public Schools and in the process improving Literary, STEM and social emotional skills of each student.

At 6:20 Commissioner Brown arrived.
Adam Bovilsky introduced Joe Francis as the Interim Director of Maintenance and Paul Modugno, Assistant Director of Finance.

**New Business:**

16-40 Commissioner Brown moved to table:

- a. Changes to NHA repayment policy

Commissioner Dupervil seconded the motion.

Paul Modugno verified the current Federal and State NHA repayment policies.

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All in favor. Motion carried.

Paul Modugno left the meeting.

**Report of the Secretary:**

Adam Bovilsky and Commissioners reviewed the Section 3 hiring process as it relates to Soundview Landing Phase II & III. It was agreed they would like to see additional hiring from the Norwalk Community. Adam described the successful NHA Giving Day. With donations from the Connecticut Food Bank, Norwalk Housing distributed over 6,000 lbs of food to NHA residents.

**Old Business:**


As soon as available Greg Lickwola will provide plan updates.

**New Business:**

- b. Non-disabled families use of handicap accessible units and determination as to whether they must move into a non-disabled unit to allow for disabled families.

Discussion followed. Kras Carlucci clarified this policy as it relates to the NHA tenant lease. Commissioners asserted the importance of making this clear to all applicants and residents. Attorney Lattarulo confirmed that the need to move out of an accessible unit so that a family with a disabled tenant may utilize the unit is, in fact, already in the lease.

16-41 Commissioner Brown moved to approve:

- e. Termination of EUX media contract.

Commissioner Ingraham seconded the motion.

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All in favor. Motion carried.

16-42 Commissioner Brown moved to:

- f. Authorize CNI Budget amendment.

Commissioner Dupervil seconded the motion.
Tom Ivers stated budget changes reflect establishment of the CNI Endowment Trust and change in the funding of the Choice Neighborhoods People component.

**ACTION**

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

**ABSENT**

All in favor. Motion was carried.

16-43 Commissioner Brown moved to approve:

**g.** Staff and Commissioners to attend the PHADA 2020 Conference to be held at the Pointe Hilton Tapatio Cliffs Resort, Phoenix AZ. Pricing and agenda available in late September.

Commissioner Dupervil seconded the motion.

**ACTION**

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

**ABSENT**

All in favor. Motion carried.

Commissioners returned to New Business item l. – Department reports

16-44 Commissioner Brown moved to approve:

**i.** Department Reports

Commissioner Penn-Williams seconded the motion.

**ACTION**

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

**ABSENT**

All in Favor. Motion was carried.

At 7:50 NHA staff left the meeting

Commissioner Brown moved to adjourn to the Executive Session to discuss personnel matters. Commissioner Penn-Williams seconded the motion.

All in favor. Meeting adjourned to the Executive Session.

At 8:07 Commissioner Ingraham moved to return to the Regular meeting. Commissioner Brown seconded the motion.

Commissioners adjourned the meeting.

Respectfully submitted,

_______________________
Adam Bovilsky
Executive Director/Secretary