

**Housing Authority of the City of Ansonia
Minutes
Monday August 7, 2019
Special Meeting**

The *Special Meeting* of the Housing Authority of the City of Ansonia was called to order at 6:33 PM. by Chairman, Joseph Pinto at the main office located at 307 Main St., Ansonia, CT.

Pledge of Allegiance.

Roll Call: Joseph Pinto- Chairman, James Prestiano- Commissioner.

Matthew Scarpa- Commissioner is on his way.

Wilson Lopez- Vice Chairman absent.

Samuel Levey- Commissioner absent.

Chairman Pinto stated that since there is not a quorum, the Board will stand in recess at 6:34 p.m.

Matthew Scarpa arrived; the meeting was back in session at 6:35 p.m.

Public Session:

Chairman Pinto opened the public session.

Chairman Pinto asked three times if anyone from the public wishes to address the Ansonia Housing Authority Board of Commissioners. Hearing none, the Public Session was closed.

New Business:

Commissioner, Joseph Pinto presented the following resolutions to the commissioners:

Housing Authority of the City of Ansonia

Resolution 2019-03

**RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE HOUSING
AUTHORITY OF THE CITY OF ANSONIA AND L. HOLZNER ELECTRIC
COMPANY IN THE AMOUNT OF \$229,550 FOR EXHAUST FANS AND ASSOCIATED
DUCTWORK AT MONSIGNOR HYNES APARTMENTS, 70 WOODLAWN AVENUE,
ANSONIA, CT**

Housing Authority of the City of Ansonia
Minutes
Monday August 7, 2019
Special Meeting

WHEREAS, the Ansonia Housing Authority (AHA) issued an Invitation to Bid (IFB) for Exhaust Fans and Associated Ductwork at Monsignor Hynes Apartments, via Solicitation #AHA-IFB-2019-02, on June 27, 2019 with a return date of July 31, 2019; and

WHEREAS, on the submission date deadline, one (1) response was received from L. Holzner Electric Company; and

WHEREAS, during the course of review of the IFB it was determined that L. Holzner Electric Company was the responsive and responsible bidder for the requested services; and

WHEREAS, a Contract Award in the amount of \$229,550 is requested to be awarded to L. Holzner Electric Company

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ANSONIA THAT:

1. The Executive Director hereby is authorized, empowered and directed to take any and all actions necessary and appropriate with respect to the award of a Contract to L. Holzner Electric Company in the amount of \$229,550 for Exhaust Fans and Associated Ductwork at Monsignor Hynes Apartments.

2. The resolution shall take effect immediately.

AYES

NAYS

ABSTENTIONS

ABSENT

APPROVED BY: _____
Steven G. Nakano, Executive Director Date

The bid is set to be awarded and L. Holzner Electric Company was the best and qualified for the job and the amount is \$229,550.

Executive Director introduced Bill Passage to explain the schematics of the project. He is a consultant working for the agency and has been working with Silver Petrucelli.

Mr. Passage explained to the Board that this project has been in the works for a very long time. He was brought in February, since this project was started months earlier, by the then Compliance Coordinator. He went on to explain that basically the apartments have no vents so when the tenants cook or bake anything the fire alarms go off.

Housing Authority of the City of Ansonia
Minutes
Monday August 7, 2019
Special Meeting

(The other problem is the entire fire system has to be replaced. Shelton Alarm has been out to quote the job).

The company is going to install an exhaust hood over the stove which will go up through the cabinet and then will be vented directly to the outside of the building. On the outside there will be a door that opens and closes, when the fan is on it will blow it open and when turned off the spring will close it. It is a very simply system. The duct will be in a small corner of the room, enclosed in a soffit. It will be a two-speed fan hooked into the electrical system and this should solve the problems. This project is something that the Fire Marshal would like to see executed.

Commissioner Prestiano questioned if there are only two different types, Type A and Type B.

Bill Passage responded there is a third, Type C. They are all basically the same with just a different configuration. It depends on where the stove is located in the unit. All the vents are going to the outside through the brick on the front of the buildings. There will be a vent cover on the outside which will look fine.

*See attached drawings.

Chairman Pinto explained that the biggest concern the Board had at the regular July meeting was that it was not going to adversely affect the look of the apartments which would make it difficult to rent. After seeing the schematics, it does not seem to be a problem.

Mr. Passage questioned if the Board would like him to also discuss the ramifications if this project is not executed.

Chairman Pinto stated that he understands the penalty's, there is no need to get into that.

Chairman Pinto inquired if the fans will automatically turn on when the stove is turned on.

Mr. Passage replied that he is not sure, he thinks it would have to be turned on manually by the tenants.

Commissioner Scarpa stated that he doesn't know if it necessarily needs to be automatic, however, on the flip side the stoves need to be changed to have a shut off with a timer.

Chairman Pinto said that would be something that can be explored down the road.

Commissioner Prestiano explained that his microwaves fan turns on automatically when it detects heat so perhaps something can be configured when the fan detects heat it will turn on.

Chairman Pinto replied that he thinks the fans and ductwork will solve the problems with the alarms going off at this property.

Housing Authority of the City of Ansonia
Minutes
Monday August 7, 2019
Special Meeting

Commissioner Scarpa feels that if the fans go on automatically it will alleviate a lot of the alarm issues.

Chairman Pinto questioned if Mr. Passage had anything that would indicate that the fans would turn on automatically.

Mr. Passage stated that he would look at the RFP package to see if it is in there.

Chairman Pinto called for a 5-minute recess at 6:45 p.m. while Mr. Passage looked into this issue.

The Board was back in session at 6:52 p.m.

Chairman Pinto stated that it is unclear if the automatic fan is included in the price of the bid. He would like to have clarification if it is included in the specs.

Chairman Pinto questioned if this is the only bid that was received.

Director Nakano replied yes it was.

Chairman Pinto explained if the automatic turn on switch is in the bid specs and it is not in the bid offer, they cannot award the bid. If it is not in the specs or the bid, it can be awarded.

The Board went into recess at 6:57 p.m. to decipher what is in the specs.

The meeting is back in session at 7:01 p.m.

Director Nakano explained that in the specs it calls for a thermostat and temperature sensor. This is part of the bid specs.

Chairman Pinto said if it is in the bid specs and not in the quote than they cannot award the contract.

Commissioner Scarpa was checking if the information is in the packet.

Chairman Pinto stated that Director Nakano will have to check into this matter and meet again in a few days, once all the issues are resolved.

Commissioner Scarpa reviewed the bid quote and he does not believe there is anything in the package stating that it has an automatic switch.

Chairman Pinto proposed that no action is taken at this meeting and the Board will reconvene on Monday at 6:30 p.m. at the Main Office.

Housing Authority of the City of Ansonia
Minutes
Monday August 7, 2019
Special Meeting

Chairman Pinto wants confirmation that the bid quote matches the specs. He needs clarification on this matter, that the fans have the automatic sensors.

~~~~~

**Adjournment:**

- **Motion to adjourn at 7:08 p. m.**

**Motion** by Commissioner, James Prestiano. **Second** by Commissioner, Matthew Scarpa. **All in Favor.** Motion passes unanimously.

\*These minutes are subject to the approval of the Housing Authority of the City of Ansonia at their next scheduled meeting.