

# **Housing Authority of the City of Ansonia**

## **Special Meeting Minutes**

### **Tuesday– June 25, 2019**

The special meeting of the Housing Authority of the City of Ansonia was called to order at **6:35 PM** on **June 25, 2019** by Chairman, Joseph Pinto at the Ortoli Community Center, located at 70 Woodlawn Avenue, Ansonia, CT.

#### **Pledge of Allegiance.**

**Roll Call by Executive Director Steven Nakano:** Joseph Pinto – Chairman, Samuel Levey – Commissioner, James Prestiano – Commissioner

Wilson Lopez -Vice Chairman absent.  
Matthew Scarpa – Commissioner absent.

Chairman Joseph Pinto asked for the minutes to be reviewed and approved.

- **Motion to approve the minutes of the Regular March 27, 2019 Meeting of the Board of Commissioners.**

**Motion** by Commissioner, James Prestiano. **Second** by Commissioner, Samuel Levey. **All in Favor.**  
Motion passes unanimously.

#### **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.

#### **Review of Financial Statements:**

Executive Director Nakano gave a brief summary of the financials for May.

Director Nakano stated attached are the aggregate Statement of Net Position, Statement of Revenues, Expenses & Changes in Net Position for the Ansonia Housing Authority for the period ending May 31, 2019.

There was a negative variance primarily driven from the 2018 Capital Fund Grant that was tied up in the Epic/LOCCS system. However, the agency did receive an email today from HUD, FMC stating the approximate \$619,000.00 has been spread in LOCCS, so the money has been released. This will reflect in next month's financials.

Chairman Pinto commented that at least the agency is still running in the black without that money.

Director Nakano stated that the agency will be even further ahead financially.

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Chairman Pinto inquired if anyone had any questions for Director Nakano concerning the financials.

- **Motion to accept the monthly financial statement.**

**Motion** by Commissioner, Samuel Levey. **Second** by Commissioner, James Prestiano. **All in favor.** Motion passes unanimously.

#### **Monthly Reports:**

**Executive Director**, Steven Nakano will present his Director's Report for June 2019.

Commissioner Prestiano first questioned if the agency awarded a contractor for siding at John J. Stevens Apartments.

Executive Director Nakano replied not as of yet. This project is part of the 2017 Grant which must be expended so it will be going out to bid soon. The agency will also be accepting bids for siding at Monsignor Hynes Apartments as well.

Chairman Pinto wanted to highlight from the May report the agency's SEMAP score was 145 points out of a total possible score of 145 points, which designates Ansonia Housing Authority as a high performing agency.

Director Nakano stated that because of this score this increased the CFP for 2019. The agency will be funded at \$644,000.00 as opposed to \$619,000.00.

Executive Director presented his report for June.

Director Nakano reported the following:

- Quotes are in for the removal of two trees located at the John J. Stevens Apartments, 75 Central Street.
- The RFP for the replacement of ducted range hoods at Monsignor Hynes Apartments, 70 Woodlawn Avenue is out for bid.
- The consulting firm, Silver Petrocelli is in the process of completing the specs for replacement windows and air conditioning at the O'Donnell Apartments.
- An RFP will be going out for replacement siding at John J. Stevens Apartments, 75 Central Street and Monsignor Hynes Apartments, 70 Woodlawn Avenue.

Chairman Pinto asked if anyone had questions for the Executive Director.

- **Motion to accept the Executive Director report.**

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**Motion** by Commissioner, Samuel Levey. **Second** by Commissioner, James Prestiano. **All in favor.** Motion passes unanimously.

**Compliance Coordinator Report**, Lisa Thompson presented the monthly report.

Ms. Thompson stated that all reports have been completed and submitted through the end of May.

**Public Housing Operations Report**, Lisa Thompson presented the monthly report.

**John J. Stevens- 75 Central Street:**

Ms. Thompson reported there were 17 work orders and they were all completed. There is only one vacancy at this location, and it is completed and ready to be leased.

**Monsignor Hynes Apartments- 70 Woodlawn Avenue:**

There was a total of 19 work orders for the month and all were completed. There are two vacancies at this location. One of the units will be leased on 4/1/19 and the other unit maintenance is turning over.

**James J. O'Donnell Apartments- 63 Woodlawn Avenue:**

There was a total of 15 work orders, and all were completed. There are 5 units vacant. One unit was leased on 6/1/19 and two others are to be leased by 7/1/19. The two remaining units' maintenance are turning over.

**Scattered Site Property- 11 May Street:**

There were 6 work orders, and all were completed. This property had no vacancies.

Chairman Pinto asked if anyone had any other questions. Hearing none motion was made.

- **Motion to accept the Compliance Coordinator Report and the Housing Operations Report.**

**Motion** by Commissioner, James Prestiano. **Second** by Commissioner, Samuel Levey. **All in Favor.** Motion passes unanimously.

\*All reports presented will be on file with the filing of the minutes of the Ansonia Housing Authority for  
June 25, 2019.

**Report of Committees:** None.

**Unfinished Business:** None.

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**New Business:** None.

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**Executive Session:**

Pursuant to Section 1-200 (6) (D) of the Connecticut General Statutes there will be an executive session to discuss two litigation matters.

- **Motion to go into Executive Session at 6: 44 p.m. to discuss two litigation matters.**

**Motion** by Commissioner, James Prestiano. **Second** by Commissioner, Samuel Levey. **All in Favor.** Motion passes unanimously.

**The Board came out of Executive Session at 7:18 p.m.**

Chairman Pinto stated that there is no other business to come before the Housing Authority Board of Commissioners as such motion to adjourn would be in order.

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- **Motion to adjourn at 7:18 p.m.**

**Motion** by Commissioner, James Prestiano. **Second** by Commissioner, Samuel Levey. **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.