

Housing Authority of the City of Ansonia
Regular Meeting Minutes
Wednesday – January 22, 2020

The regular meeting of the Housing Authority of the City of Ansonia was called to order at **6:30 PM** on **January 22, 2020** by Chairman, Joseph Pinto at the Erlingheuser Room, located at 253 Main Street, Ansonia, CT.

Pledge of Allegiance.

Executive Director – Steve Nakano excused absence.

Roll Call by Administrative Assistant Lisa Thompson: Joseph Pinto – Chairman, James Prestiano – Vice Chairman, Samuel Levey- Commissioner, Matthew Scarpa -Commissioner.

Wilson Lopez - Commissioner absent.

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

- **Motion to approve the minutes of the December 23, 2019 Special Meeting of the Board of Commissioners.**

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

Additions, deletions or corrections to the agenda: none.

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. No members from the Public are present. Hearing none the Public Session was closed.

Review of Financial Statements:

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

Motion by Commissioner, Matthew Scarpa. **Second** by Commissioner, Samuel Levey. **All in favor.** Motion passes unanimously.

Monthly Reports:

Executive Director, Steven Nakano was unavailable to give the report.

Chairman Pinto read the following report:

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- The work of the upgrade to the ducted vent hoods have been completed.

Chairman Pinto asked Resident Commissioner Levey how he liked the ducted vent hood.

Commissioner Levey stated that it works well, and he has not heard of any complaints about them.

- Looking into Heating unit replacement at Monsignor Hynes Apartments, 70 Woodlawn Avenue, Ansonia, CT.

Chairman Pinto questioned if this is only for the common building.

Ms. Thompson replied it is for all the units.

- The St. Vincent DePaul Food Bank will be coming to the Monsignor Hynes Apartments, 70 Woodlawn Ave. on Wednesday, January 29, 2020 at 11:00 am. Then they will be going to the John J. Stevens Apartments, 75 Central Street at 11:30 am.

Chairman Pinto asked Vice Chairman Prestiano if there is a good turn out at these events since he is involved with that organization.

Vice Chairman Prestiano replied the turnout has been very good. Usually there is approximately forty residents from Woodlawn and about twenty from Central/Beaver Street that benefit from this event.

- Preparing for SEMAP Section Eight Management Assessment Program, FYE, 12/31/19.

Chairman Pinto asked if anyone had questions.

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

Motion by Commissioner, Matthew Scarpa. **Second** by Commissioner, Samuel Levey. **All in favor.** Motion passes unanimously.

Administrative Assistant Report, Lisa Thompson presented the monthly report.

Ms. Thompson stated that all HUD reports have been completed and submitted through the end of January 2020.

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

John J. Stevens- 75 Central Street:

Ms. Thompson reported there were 9 routine work orders and they were all completed. There are no vacancies at this location.

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Monsignor Hynes Apartments- 70 Woodlawn Avenue:

There was a total of 19 work orders, 19 were completed. There are no vacancies at this location.

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

There was a total of 17 routine work orders, and all were completed. There are 3 units vacant. Two have been completed and the other unit 109 the heater needs to be repaired.

Scattered Site Property- 11 May Street:

There were no work orders at this location. There are no vacancies.

Chairman Pinto stated it is excellent that the agency is down to three vacancies between all the properties. He would like to thank the maintenance and office staff for being so diligent by making sure the units are available for rental and are rented. In the past there have been 15 to 20% vacancies.

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

- **Motion to accept the Administrative Assistant and the Public Housing Operations Reports.**

Motion by Commissioner, Matthew Scarpa. **Second** by Vice Chairman, James Prestiano. **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
January 22, 2020.

Report of Committees: None.

Unfinished Business: None.

New Business:

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**Housing Authority of the City of Ansonia**

**Resolution 2020-01**

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**RESOLUTION AUTHORIZING THE SUBMISSION OF THE FISCAL YEAR 2019  
SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (“SEMAP”)  
CERTIFICATION BY THE HOUSING AUTHORITY OF THE CITY OF ANSONIA**

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**WHEREAS**, the Housing Authority operates a Section 8 Housing Choice Voucher Program as authorized under the U.S. Housing Act of 1937, as amended: and

**WHEREAS**, 24 CFR §985.101 requires a Public Housing Agency (“PHA”) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification Form attached hereto as Exhibit A to the U.S. Department of Housing and Urban Development (“HUD”) within 60 calendar days after the end of its fiscal year; and

**WHEREAS**, failure of the PHA to submit its SEMAP Certification within 60 calendar days after the end of its fiscal year will result in an overall performance rating of troubled and the PHA will be subject to the requirements at 24 CFR §985.107.

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

1. The HUD-required SEMAP Certification Form is hereby approved; and
2. The Chairman and Executive Director are authorized to execute the HUD-required SEMAP Certification Form; and
3. The Executive Director is authorized to submit the HUD-required SEMAP Certification Form for Fiscal Year 2019 to HUD.

AYES

NAYS

ABSTENTIONS

ABSENT

APPROVED BY: \_\_\_\_\_  
Steven G. Nakano, Executive Director

\_\_\_\_\_  
Date

Chairman Pinto stated the form is not completed. Since the due date is not until February 29, 2020, he suggests that this should be tabled until the next Board meeting.

- **Motion to table Resolution 2020-01.**

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**Motion** by Commissioner, Matthew Scarpa. **Second** by Commissioner, Samuel Levey. **All in Favor.**  
Motion passes unanimously.

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Executive Session:

Chairman Pinto stated that he did speak with Mr. Nakano yesterday concerning this item and there are no new updates on this particular situation from last month.

If no further action or business to come before the Board, a motion to adjourn would be in order.

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- **Motion to adjourn at 6:41 p.m.**

**Motion** by Commissioner, Matthew Scarpa. **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.