

Housing Authority of the City of Ansonia

Special Meeting Minutes

Wednesday – September 23, 2020

The special meeting of the Housing Authority of the City of Ansonia was called to order at **6:48 PM on September 23, 2020** by Chairman, Joseph Pinto via Zoom.

Roll Call by Executive Director, Steven Nakano: Joseph Pinto – Chairman, James Prestiano – Vice Chairman, Lorie Vaccaro- Commissioner.

Commissioner, Matthew Scarpa excused absent.

Commissioner, Samuel Levey excused absent.

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

- **Motion to approve the minutes of the July 22, 2020 and the August 18, 2020 Special Meeting of the Board of Commissioners.**

Motion by Vice Chairman, James Prestiano. **Second** by Commissioner, Lorie Vaccaro. **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 August.

Director Nakano stated the revenues from operations for the eight-month period ended August 31, 2020 were \$2,249,174 as compared to budgeted operating revenues of \$1,845,485 for the same period, a 21.87% positive variance. The primary drivers for this was greater than anticipated Capital Fund Program grant income, and \$277,529 of CARES Act HCV admin fees. However, please note that any unused CARES Act HCV fees that were not utilized would be due payable back to HUD.

Total expenses for the same period were \$1,321,673 as compared to budgeted of \$1,819,274 which is a 27.35% positive variance. The results from activities is a net income of \$97,501, above the agency-wide budgeted net income of \$26,211 for the same eight-month period.

Vice Chairman, James Prestiano questioned what can the \$277,529 can be used for.

Director Nakano replied it can used for any COVID-19 related expenses.

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Chairman Pinto asked if anyone had any questions for Director Nakano. Hearing none, motion was made.

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

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

Monthly Reports:

Executive Director, Steven Nakano gave a brief update.

Director Nakano reported the following:

- During this time of the COVID-19/Coronavirus Pandemic, the AHA has been placing wellness calls to the residents of the housing complexes. Calls are very informative for the Coordinators in that they are being kept informed of general health of the residents.
- The Ansonia Housing Authority is currently replacing the vinyl siding at the Monsignor Hynes Apartments 70 Woodlawn Avenue, Ansonia, CT.
- The consulting firm, Silver Petrucelli is overseeing the rehabilitation projects at the Federal Housing locations, 70 Woodlawn Avenue and 75 Central Street, Ansonia, CT, the firm, has provided a description of rehabilitation work for the replacement of the vinyl siding of each property.
- A contract will be awarded to the qualifying company for the work of the vinyl siding replacement at the Monsignor Hynes Apartments, 70 Woodlawn Avenue, Ansonia, CT.
- The contract has been awarded to Gennarini Construction for the replacement of new concrete column supports and the replacement of the vinyl siding for the John J. Stevens Apartments, 75 Central Street, Ansonia, CT.
- Information is now being procured for generators of the Federal Housing Complexes. In the event of any electrical power failure, the residents will still have electricity.

Chairman Pinto asked if anyone had any questions for Director Nakano. Hearing none, motion was made.

- **Motion to accept the Executive Directors Report.**

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

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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 September 2020.

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

John J. Stevens- 75 Central Street:

Ms. Thompson reported there were 13 work orders and they were all completed except for one, new blinds must be installed. There was one vacancy at this location. This unit will need a major unit turnaround.

Monsignor Hynes Apartments- 70 Woodlawn Avenue:

There was a total of 21 work orders, and they were all completed. There are two vacancies at this location. One unit was leased on October 1, 2020. The other unit maintenance is turning over.

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

There was 15 work orders and they were all completed. There are 5 units vacant. Two of the units maintenance is turning over, and the other three units are to be leased on 9/15, 9/16 and 9/21. The reason Tanya is able to lease these units after being vacant for so long is because of the YMCA in Ansonia closing.

Scattered Site Property- 11 May Street:

There was 1 work order at this location, and it was completed. There are no vacancies.

Chairman Pinto asked for a motion.

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

Motion by Vice Chairman, James Pretiano. **Second** by Commissioner, Lorie Vaccaro. **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 September 23, 2020.

Report of Committees: None.

Unfinished Business: None.

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New Business: None.

Executive Session:

Pursuant to Section 1-200 (6)(A) and (D) of the Connecticut General Statutes there will be an executive session to discuss a specific personnel matter and for discussion of a real estate negotiation.

- **Motion to go into Executive Session at 7:00 p.m.**

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

Chairman Pinto stated that there will be no action to vote on in executive session so the meeting will adjourn from the session.

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