

Housing Authority of the City of Ansonia

Regular Meeting Minutes

Monday – February 22, 2021

The special meeting of the Housing Authority of the City of Ansonia was called to order at **6:33 PM** on **February 22, 2021** by Chairman, Joseph Pinto via Zoom.

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

Commissioner, Samuel Levey absent.

Commissioner Matthew Scarpa absent.

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

- **Motion to approve the minutes of the January 27, 2021 Regular Meeting of the Board of Commissioners.**

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

- **Motion to approve the minutes of the February 4, 2021 Special Meeting of the Board of Commissioners.**

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

There are no financials this month due to the accountant closing the books for FY2020.

- **Motion to table the January financial statement.**

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

Monthly Reports:

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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 aware of the general health of the residents.
- Mayor David Casseti, of the City of Ansonia, CT; distributed PPE face masks to all of the Elderly/Disabled residents of the Ansonia Housing Authority on Friday January 29, 2021. The masks were donated by the Ansonia Rotary Club and the Rotary Club President assisted Mayor Casseti that day.
- The Ansonia Housing Authority in conjunction with Griffin Hospital, and assistance by the Ansonia E.M.S., provided a Clinic for COVID-19 Vaccinations which took place in the community room at the Monsignor Hynes apartments. The Clinic was held on Friday, February 12, 2021 for the first round of the vaccine; and the clinic was a success. Over twenty residents reserved their timeslot for the vaccine that day.

Director Nakano would like to acknowledge that the Rotary Club President is Joseph Pinto who was assisting the Mayor that day.

- The construction of the concrete support columns at the John J. Stevens Apartments is back on schedule. Unfortunately, due to the recent inclement weather of the month of February; it has set back the timeframe for completion.
- The Ansonia Housing Authority is in the process of upgrading the electrical system at the John J. Stevens Apartments at 75 Central Street, Ansonia, CT.

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

Chairman Pinto would like to note that the masks were donated by a grant from the Rotary District 7980 which is the district for Southern Connecticut which expands from Stamford to Groton. They have donated up to 2 million masks in the southern area of CT. The Rotary has been able to donate masks to the Fire Department, Police Department and the Ansonia Rescue Medical in the first round. In the second-round, masks were donated to all day cares and Assumption School. The Rotary Club also would have donated to all the Public Schools, however, the Superintendent of Schools said they had enough of masks already. In the third-round masks were donated to the Residents of the Ansonia Housing Authority Complexes.

Chairman Pinto also stated if anyone from the Public has any suggestions of anyone in need of masks, please reach out to him.

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Alderman Cassetti questioned Director Nakano regarding the concrete/cement work at John J. Stevens Apartments. Was that the date to start the job or complete it.

Director Nakano replied they are in the process of completing it, however, due to the weather it was delayed.

Mr. Cassetti questioned when will the work be completed. He inquired as to the platforms on the porch areas, will those be painted white, so that they look better.

Director Nakano explained that in the Spring a landscaping company will be out to replant. All issues will be addressed at that time, including the porch areas.

Chairman Pinto stated that the agency has been expending Capital Funds over the last couple of years to improve the looks of the buildings. He mentioned the buildings have new siding, bricks repointed and the work that is currently being done at John J. Stevens along with the new landscaping that is scheduled for the Spring should help the appearance of the buildings.

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

Motion by Vice Chairman, James Prestiano. **Second** by Commissioner, Lorie Vaccaro. **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 February 2021 with the exception of the Annual Unaudited Financial Report which the Fee Accountant, Tim Sandor will submit before February 28, 2021.

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

John J. Stevens- 75 Central Street:

Ms. Thompson reported there were 23 work orders, and they were all completed. There is one vacancy at this location. It was leased on February 10, 2021.

Monsignor Hynes Apartments- 70 Woodlawn Avenue:

There were 21 work orders, and they were all completed. There are 2 units vacant at this location. One of the units will be leased on March 1, 2021. The other unit has been completed and is ready for occupancy.

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

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There were 19 work orders, and they were all completed. There are 3 units vacant. Two of the units have been turned over and the other unit is in the process of being turned over for future occupancy. These are the smaller units which are more difficult to lease.

The maintenance staff had to put this on hold for a short time as they were tied up with snow removal.

Scattered Site Property- 11 May Street:

There were 5 work order at this location, and they were completed. There are no vacancies.

Vice Chairman, Prestiano questioned if the maintenance staff does all the snow removal.

Ms. Thompson replied most of the snow removal is done in house, however, recently a contractor was hired for Olson Drive as well as removing large piles of snow.

Director Nakano stated that one of the maintenance staff is out on workers compensation.

Chairman Pinto asked if the agency has previsions to bring in extra help if needed. He questioned if it is allowed under the Collective Bargaining Agreement.

Director Nakano replied yes, it would be allowed if there is a need for it especially if they are short staffed.

Chairman Pinto asked if anyone had questions, if not a motion should be made.

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

Motion by Commissioner, Lorie Vaccaro. **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
February 22, 2021.

Report of Committees: None.

Unfinished Business: None.

New Business:

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

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Resolution 2021-02

**RESOLUTION AUTHORIZING THE SUBMISSION OF THE FISCAL YEAR 2020
SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (“SEMAP”)
CERTIFICATION BY THE HOUSING AUTHORITY OF THE CITY OF ANSONIA**

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 2020 to HUD.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

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Signed by: _____
Steven G. Nakano
Executive Director

_____ Date

- **Motion to accept Resolution 2021-02.**

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

Chairman Pinto requested a roll call vote:

Joseph Pinto, yes.
James Prestiano, yes.
Samuel Levey, absent.
Matthew Scarpa excused absent.
Lorie Vaccaro, yes.

Motion carries.



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Resolution 2021-03

**RESOLUTION AUTHORIZING THE EXECUTION OF ALL FORMS
AND RATIFYING THE SUBMISSION OF THE AMENDMENT TO THE
PREVIOUSLY APPROVED 2015 DISPOSITION APPLICATION TO
THE U.S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT'S SPECIAL APPLICATIONS CENTER FOR
RIVERSIDE APARTMENTS LOCATED ON OLSON DRIVE IN
ANSONIA, CT**

WHEREAS, the Housing Authority of the City of Ansonia operates a Public Housing

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Programas authorized under the Housing Act of 1937, as amended; and

WHEREAS, the Board of Commissioners of the Ansonia Housing Authority has determined that its ability to rebuild and maintain the now demolished Riverside Apartments (CT 15-1) on Olson Drive is infeasible due to the current projected federal appropriations for modernization under Section 9 of the 1937 Housing Act, and federal flood plain restrictions which further restrict the ability to obtain development funding and which otherwise would substantially increase construction costs in order to build upon a flood plain.; and

WHEREAS, the Board of Commissioners of the Ansonia Housing Authority is working diligently to acquire new properties within the City of Ansonia so as to satisfy all of the applicable requirements for replacement housing in accordance with the terms of the Voluntary Compliance Agreement (VCA) by and between HUD and AHA, and to further the fiduciary and legal duty of the Authority to provide quality affordable housing at the highest possible standards; and

WHEREAS, the proceeds of the proposed disposition will be applied to the development of new affordable housing units elsewhere in Ansonia, and in a manner that meets all applicable requirements of replacement housing in the aftermath of the demolition of the Riverside Apartments; and

WHEREAS, the Housing Authority is desirous of disposing of the vacant Riverside Apartments public housing development site located on Olson Drive, Ansonia, CT to the City of Ansonia for the appraised fair market value; and

WHEREAS, the disposition of public housing land is authorized under Section 18 of the Housing Act of 1937 (the Act), as amended; and

WHEREAS, HUD has promulgated a regulation, 24 CFR 970, detailing the administrative steps required to perform disposition activity in accordance with the Act; and

WHEREAS, the Housing Authority will comply with the administrative steps required to perform disposition activity as required by Section 18 of the Act, as amended, and the regulation at 24 CFR Part 970, including consultation with the residents and the City regarding the plan, obtaining a fair market value for the property and completion of any required environmental assessments;

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

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1) The Executive Director hereby is authorized to execute all forms, certifications and documents and submit to HUD’s Special Application Center for approval a request for an amendment to the 2015 disposition approval for Riverside Apartments in order to effectuate the sale and disposition of the vacant land at Riverside Apartments to the City of Ansonia.

AYES

NAYS

ABSTENTIONS

ABSENT

Signed by: _____
Steven Nakano
Executive Director

Date

• **Motion to accept Resolution 2021-03.**

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

Chairman Pinto requested a roll call vote:

Joseph Pinto, yes.
James Prestiano, yes.
Commissioner Levey, absent.
Commissioner Scarpa excused absent.
Commissioner Vaccaro, yes.

Motion carries.



Executive Session:

Pursuant to Section 1-200 (6) (D) of the Connecticut General Statutes there will be an executive session to discuss a real estate transaction.

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- **Motion to go into Executive Session at 6:55 p.m.**

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

Chairman Pinto stated that there will be no action to vote on in executive session.

- **Motion to adjourn at 7:07 p.m.**

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