

**Board of Commissioners Meeting
150 Highland Avenue
Bridgeport, CT**

Regular Meeting of November 13, 2018

The Board of Commissioners of the Housing Authority of the City of Bridgeport met in a Regular Meeting at 150 Highland Avenue, Bridgeport, CT, on the 13th day of November 2018, the place, date and hour duly established for the holding of such meetings Chairperson Andrews called the meeting to order at 5:40 p.m.

The Recording Secretary stated that this meeting is being conducted in conformity with the Open Public Meeting Act.

Present:

James A. Slaughter, Interim Executive Director

Tracy Norris, Legal Analyst

Dave Ghio, Director of Planning and Development

Alan Cashmore, Chief Financial Officer

Diedra Perry, Resident Selection

Tony Manly, Facilities Operations Administrator

Caroline Sanchez, Director of Procurement

Deborah Woodson, Executive Operations Administrator/Meeting Recorder/Transcriber

The Meeting of the Bridgeport Housing Authority also known as Park City Communities will come to order. Ready for the Roll Call

[James Slaughter] Roll Call:

Commissioner Andrews Present

Commissioner Garcia Present

Commissioner Nelson Present

Commissioner Luna Present

[James Slaughter] Chairperson we have a Quorum.

[Cowlis Andrews] We are going to move on to Public Comments.

Public Comments #1 Wendy Narvaez – Fireside Apartments

Good Evening, I would like to talk about the mold situation, there are more people getting sick.

To date, I have three tenants that have been in the hospital and this situation is getting worse by the day.

And I would like to know what the housing authority is going to do about it.

[Slaughter] We can address this three ways, As you know, we have been working on the roof; installing a new ventilation system and we are also working in the interior with the insulation which also causes mildew, Beside the three steps that we are taking, we are looking into what else we can do to address this issue.

[Cowlis Andrews] We have Dave looking into purchasing a/c units for each apartment.

Public Comment #2 Betty Cook (President RAB & Scattered Sites)

Good Evening, As you know it is winter and we are having problems with heat and mold. I am not just speaking about Scattered Sites, I am speaking for all 8sites and I would like to thank the Interim Director of Asset Management, Diedra Perry and Tony Manly, Facilities Operations Manager for returning my calls when I get them at 4:35 a.m. from tenants about water running from one floor to another one and about heat problems. I would like to thank both of you.

Housing is still putting band aids on things, we are putting in new roofs at Fireside and Trumbull Gardens but we need to address the problems that we are having in the buildings. We need to do that first, because these people are having a problem with mold. I was just at Fireside and if you don't know what's going on, you need to visit some of these sites because they have black mold and that's not good.

One other thing that I would like to say Scattered Sites I, we are having problems with the building sinking. It needs to be lifted up There is a problem with apartment 1F, the floor is not level and when you walk on it, it feels like you are going to go through the basement, Some needs to check on the work being done by the contractors.

Public Comment #3 Karen Bracey Trumbull Gardens

I concur with Ms. Cook. Since Rosa Correa left the Board of Commissioners we as residents have had no one to speak up for us and now Diedra Perry and Tony Manley are. Thank you.

Is there a possibility that the Commissioners can have a forum for the residents to address their complaints and concerns. The two minutes at the board meeting is not enough and is not enough. I would suggest that you guys put this into one meeting at perhaps Harborview or a larger site so that residents can voice their complaints.

My next concern is the Resident Election who we appoint as a Commissioner on this Board. That is up to the residents, it is not up to this Board of HUD. It is a resident issue. I am asking that the elected officials stay out of it and Housing stay out of it. It is up to the residents.

Public Comment # 4 RoyMorrison (MQS Painting)

I have been doing work for the Bridgeport Housing Authority for quite sometime. I have an issue with two projects that we did where we were dealing with mold issues. I have photos, the work was performed and I have not received payment,

[Tony Manley] The P.O. has been approved.

Public Comments #5 Doran Wright, Pastor

Good Evening I am the Pastor of New Hope Black Rock. I wish to call for a moment of silence today I the 9th anniversary of residents in Building 12 that were killed in a fire.

Public Comment #6 Dion Dwyer PT

As you know, parking issues have been a concern at PT Barnum for quite sometime. We have done a lot of work towards a resolution towards this issue. Currently, we are working on a plan for parking going forward. We will present our draft plan to Mr. Slaughter and the Board of Commissioners.

One last thing moving forward we would like to work collectively with the staff to improve the lives of the residents. I would also like to address the mailbox situation at PT. We like to discuss putting the mailboxes in the laundry room with key access,

[Diedra Perry] We do have to move forward with putting the mailboxes in the laundry room. Since we have the mailboxes already, they could not be returned. So we had no choice but to use the mailboxes. But we will have 24 hour access to our cameras. So we had to go back to the original plan. Moving forward we do want to have conversations with you moving forward,

It is locked in to Police Department. I would like for residents call when something is going on so that we can address it.

[Tony Manley] I met with the Post Office myself, and it was their suggestion to have the mailboxes placed inside the laundry room.

[Dave Ghio] We are working with Myra to improve the parking issues.

The site Manager has a plan in process. We are working with the site manager and she has not received acknowledgement from housing.

Come to my office tomorrow and then we can discuss this,

Public Comment #7 Pearly Sims Allen

Good Evening, the mold and mildew situation has been taken care of by Dave. Tony has also purchased a humidifier. The rain and snow will cause water to come into my unit. But I do appreciate the work that has been done.

Public Comment #8 Kenneth McCoy

Would all my contractors please stand up. A couple of things are wrong here. The problem is we are being called to handle emergencies. Sit down with us as contractors and let us redeem ourselves. Right now we are asking you to sit down and talk to us and see what changes are being made going forward.

It's a process that we have to go through, even in an emergency. We go out deal with sewer back - ups.

I think as a Commissioner it is important that you bring this to our attention, because this is the first that I am hearing about this.

[Cowlis Andrews] As Chairman of the Board, I apologize and going forward, we will make sure that you are treated fairly.

Anytime a Contractor performs work there must be a P.O. unless you are part of the maintenance crew. HUD's funding the property, there has to be a P/O.

[Caroline Sanchez] Even if there is an emergency, there is a process that has to be followed. It can be done, as long as we follow emergency procedures. A form has to be filled out.

[Cowlis Andrews] We must be consistent with all sites and follow the procurement process.

I am glad that we received clarity when it comes to using P.O.'s. When contractors are called and they say there's a tenant without heat, we respond immediately or your guys have to put a resident up in a hotel for a few days. We go right in thinking that it is an emergency job and If we knew we had to get a P.O. we wouldn't be doing any work at all.

[Cowlis Andrews] I am the Chairman, and we have addressed all issues and complaints. This was a miss understanding. We will work with you on these issues. This is it!

Is there any old business?

September minutes will be approved in December.

ASSET MANAGEMENT

[Diedra Perry] Right now we are at 97% occupancy. We hope to be at 98% by the end of the year. Our TAR's are going down, so we are collecting money. We do have 13 temps that have been hired to help with REAC. We have 5 at PT Barnum; 8 at Greene Homes. We have them working on units and adjusting the pre REAC reports and common areas. We will then move to Trumbull and then Scattered Sites. And we are working with NELROD.

[Tony Manly] At PT Barnum, we have completed 6 buildings from a REAC standpoint and we completed 6 buildings in a week and a half.

Finance

In your board package is a finance report from September 30th our year end. At the end of the year COCC \$798,000 gain. This is a one-time income because we sold the Stop n Shop for \$840,000. So we don't expect to see these numbers again. Public Housing at the end \$74,000 loss. We are trying to keep our costs down, we are no longer hiring temps. And we have changed our health plan provider. We are currently working on our year-end financial statements and they are due to HUD by December 15th and we should make that mark.

I submitted a Board Resolution for \$14,000 for Nan McKay. HUD is requesting that we develop a plan for Public Housing to determine the long-time feasibility of our Public Housing Units and Nan McKay is going to help us with that process.

HOUSING CHOICE VOUCHER

[Coreen Toussaint] No present

PLANNING, DEVELOPMENT AND MODERNIZATION:

[Dave Ghio] Good Evening Everyone.

Let me start with our Capital Fund Projects:

Greene Homes

Greene Homes Fire doors are on schedule to be completed in February
Parapet Walls will be assigned by the next meeting

We are also pricing Roof Replacement for Greene Homes next summer
Preliminary Section 8 applications

Fireside Apartments

A4 and C8 655 Palisade UFAS compliant units	87% complete
A6 75 Stewart Street, Van Crash Unit	Out for Bid later this month
UFAS Compliance Development Wide	
58 Units to be renovated into compliance	
Site Improvements development wide	
Roof Replacement 3 tab asphalt 20 yr. shingle	

Trumbull Gardens

Stair Tower doors on schedule for completion in January
Town Home Roofs, 3 tab asphalt, 20 yr. shingle
Town Home front and rear door and frame replacement
Hi0Rise Roof Drain Liners, in design

Marina Village

Phase 1 Construction Windward 1, starting in the spring

Harborview Towers

Elevator Machine room roofing access, complete

PT Barnum

Replace Ventilation System and duct work sanitizing
Stair Tread Replacement

Scattered Sites

144 – 150 Madison Avenue, 2 units. Level 3
311 Hollister, 1 unit, level 3

Are there any questions. Thank you.

Procurement

Open Procurement:

General Counsel

Closed Solicitation:

HCV Management and Support Services

Upcoming Solicitations:

Payroll Processing Services
Audit & Accounting Services
Fireside Rehab of Unit A3
Asphalt Agency Wide

Resident Selection

Nothing new to report

Security

Not present

Legal:

Let me introduce Tracy Norris, she is our new Legal Analyst. Tracy will be dealing with our lease enforcement and other issues as they become available. Tracy also has an extensive background in labor management and that will help us save money, as far as using outside counsel.

Action Items:

- 1. RESOLUTION AUTHORIZING AN APPLICATION FOR THREE HUNDRED THIRTY THOUSAND DOLLARS IN DEMOLITION AND DISPOSITION TRANSITIONAL FUNDING (DDTF) FOR THE WINDWARD APARTMENTS PHASE II DEVELOPMENT PROJECT.**

Roll Call:

Commissioner Andrews	Aye
Commissioner Luna	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

- 2. RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF BRIDGEPORT, TO CO-SPONOR JHM'S 9% LIHTC APPLICATION FOR WINWARD II TO THE CONNECTICUT HOUSING FINANCE AUTHORITY (CHFA).**

Roll Call:

Commissioner Andrews	Aye
Commissioner Luna	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

- 3. RESOLUTION AUTHORIZING AN APPLICATION FROM THE HOUSING AUTHORITY OF THE CITY OF BRIDGEPORT AND JHM FOR ONE MILLION DOLLARS IN DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT (DECD) GRANT FUNDS FOR THE WINDWARD DEVELOPMENT PROJECT.**

Roll Call:

Commissioner Andrews	Abs.
Commissioner Luna	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

- 4. RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF BRIDGEPORT, TO CO-SPONOR JHM'S 9% LIHTC APPLICATION FOR CRESCENT CROSSINGS 1C TO THE CONNECTICUT HOUSING FINANCE AUTHORITY (CHFA).**

5. RESOLUTION AUTHORIZING AN EXTENSION OF THE CURRENT CONTRACT WITH NAN MCKAY AND ASSOCIATES, INC. TO PROVIDE ADDITIONAL SERVICES UNDER CURRENT CONTRACT FOR THE FINANCE DEPARTMENT FOR A PERIOD OF **ELEVEN MONTHS AT THE NOT-TO-EXCEED AMOUNT OF **\$14,000****

Roll Call:

Commissioner Andrews	Aye
Commissioner Luna	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye