

Regular Meeting Minutes
Board of Commissioners Meeting
May 8, 2017

The Board of Commissioners of the Housing Authority of the City of Bridgeport met in a Regular Meeting at Marina Village, 733 South Avenue, Bridgeport, CT, on the 8th day of May, the place, date and hour duly established for the holding of such meetings Chairperson Andrews called the meeting to order at 5:45 p.m.

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

Present:

Chairperson Cowlis Andrews
Vice Chairperson Hadassah Nightingale
Commissioner Richard Garcia, Treasurer
Commissioner Stephen Nelson

Also, Present:

James A. Slaughter, Interim Executive
Deborah Woodson, Executive Operations Administrator/Recorder/Transcriber
Sean Bagot, Senior Legal and Compliance Analyst
Alan Cashmore, Chief Financial Officer
Darlene Perez, Interim HR Manager
Dave Ghio, Interim Manager P & D
Ralph Villegas, Chief of Security

Asset Management Staff:

Irma Ross, Manager, Marina Village
Michael Cundiff, Asst, Housing Mgr.
Lorretta Fuller, Manager, PT Barnum

Motion was made by: Commissioner Nightingale
Seconded: Commissioner Nelson

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

[James A. Slaughter] Roll Call:

Commissioner Nightingale	Present
Commissioner Garcia	Present
Commissioner Andrews	Present
Commissioner Nelson	Present

[James A. Slaughter] Chairperson we have a Quorum.

Public Comment #1 Denese Taylor Moye (Marina Village)

Good Evening Everyone. I just want to thank you guys; thank management; the Foremen and everyone here for finally helping to get this fence up. It is very important that Marina Village have this fence put up since we are not going to tear the buildings down right away. So, you are doing something as far as quality of life for us residents that are here at Marina Village. So, tonight is just about Thanks! Thank you to my manager and my two foremen.

Public Comment #2 [Karen Bracey] Trumbull Gardens

I would just like to speak about Trumbull Gardens Community Center. I have heard so many things from the outside that we are not doing what we are supposed to be doing. When it comes to programs and a little bit of everything. I am here to say that there are programs going on at Trumbull Gardens Community Center. I am in the process of trying to get a camp there. It won't be run by me. There are a lot of things going on at Trumbull Gardens, hence we have College Fair going on July 18th. I would like you all to attend. A lot of colleges from the State of Connecticut will be there. We are having a cleanup day in the month of July also, along with the Calvary 7th Day Adventures. We are having a field day in June. So, I want to squash the rumors that nothing is going on at Trumbull Gardens Community Center because things are being done and they are being done efficiently. Stop by some evening and see what's going on.

[Commissioner Nelson] Is there a date for the Clean Up Day?

[Karen Bracey] No, there is no date yet. But it will be on a Sunday.

Public Comment #3 [Pearlie Sams Allen] Fireside/Forest Green Apts

I was looking at the Agenda here and it says Resolution Closing The Public Comment Period and Adopting the Revised Admissions and Occupancy Policy. And I was wondering when was there a public comment period? And what is it because it says its closing.

[Seon Bagot] A small change has been made to the ACOP regarding Scattered Sites for residents that wish to apply for the Scattered Sites Incentive Program. The Resolution is being brought to the Commissioners this evening for their approval.

So did you have public comments?

[Seon Bagot] Yes, we did.

So, were the public comments only for agencies or for residents?

[Seon Bagot] Both.

I knew nothing about it.

[Bettie Cook] Why didn't the RAB know anything about this? I am president of Scattered Sites.

[Seon Bagot] So once again, I am just speaking on behalf of the Director of Asset Management. I am not the Director of Asset Management. This was posted on line and comments were to be sent to the address listed.

What I want to know is how we can rebuttal something, if we don't know about it.

We are sitting here as a RAB and our duties and responsibilities as RAB members is to represent the residents and every single site. And you are telling us that this is something on the website and it's on this and on that. Why do we come out to meet with you?? Where is your Director of Asset Management? Why doesn't she come and sit with the RAB members? I don't take what I do lightly and I don't get paid and I work very hard to represent the residents and any time that you are saying that this is something that has taken place and this is something going on, the RAB does not know anything about it, this is unsettling. I understand that you are speaking on behalf of the Asset Manager. But I feel that this matter should be tabled. We work very hard for the residents; our phones are always on.

[Bettie Cook] I have invited the Director of Asset Management to three of my meetings and she has not attended any of them. She always has an excuse why she can't make it. I wanted to discuss something and extended an invitation to her.

[Cowlis Andrews] When is your next meeting?

[Bettie Cook] My next meeting has been cancelled I will be out of town for my grandson's graduation from College. But I will have one in June. It's the third Wednesday of the month. It's June 7th at Trumbull Gardens at 10:30.

[Cowlis Andrews] Can I explain the whole change to the ACOP? The change to the ACOP (Admissions and Continued Occupancy Plan) was a technical change allowing the authority and staff flexibility to assign folks into the units because we could not get over the 94% threshold. So, it was technical in nature as a matter of fact we have the full plan. And the interim plan must be approved in June. So, these are changes. as you all know we have been labeled troubled for several years. So, from a management perspective we work together with the new Asset Manager that we hired. At the last meeting, we discussed those changes and voted on them and HUD requires us to have a (30) day response period. With that said and we will clarify the full plan has to be approved again in June. So, we will go over this whole process again.

[Pearlie Sam Allen] Does this apply to the first resolution is Authorizing The Opening of the Public Comment Period For The Revised Utility Allowance Schedule For Public Housing Residents and the second resolution is Authorizing The Opening of the Public Comment Period For The Flat Rents Policy.

[Hadassah Nightingale] The RAB will be notified and these issues will be discussed at the next RAB Meeting.

[Cowlis Andrews] The reason that you haven't seen Tiffany is because she has been buried with work.

[Hadassah Nightingale] The ACOP has to be reviewed by the RAB before it is accepted. The RAB should be included in all meetings that concern the residents.

[Bettie Cook] Thank you.

[Commissioner Garcia] There should be a hearing for residents to comment and review the ACOP. The comment period should be opened to the public and then residents, RAB can ask any questions they may have regarding the ACOP. We will schedule a public comment period and advise the RAB members.

[Bettie Cook] They are supposed to get our opinion regarding the ACOP before any changes are made into the book.

[James Slaughter] This will be done in three steps. First we will meet with the full RAB...

[Cowlis Andrews] We need to call a Special Meeting with RAB, schedule the public hearing and get it approved. There is no reason why it should take this long. Please make sure that this is done within the next two (2) weeks.

Are there any other comments?

Public Comment # 4 Zulmari Toledo (PT Barnum Resident)

Loretta Fuller stood with resident for moral support and because Ms. Toledo said she was nervous.

[Cowlis Andrews] Why are you nervous??

Because my English is not so good.

[Cowlis Andrews] Joked and said his English was bad too!!

Ms. Toledo has concerns with the parking situation at PT Barnum, it has become a real issue. Residents are using garbage cans and cones to save their parking spaces. PT Barnum does not have enough parking spaces to accommodate our residents.

[Cowlis Andrews] We need to have parking stickers for our residents.

[Loretta Fuller] We do have parking stickers for our residents.

The problem is the elderly and handicap people can't find parking. The residents should be assigned a parking space. I have neighbors that are get off work late and get home at 12- 1 a.m. and they can't find a parking space.

[Cowlis Andrews] So we need to come up with a solution. We need to figure this out.

We have parking decals and we make sure that cars are registered and have insurance, the problem is that we don't have enough parking spaces for all of our residents.

[Cowlis Andrews] Does every department have a car??

No. And some households have two or three cars.

[Cowlis Andrews] So is there space to make another parking lot someplace else?

[Loretta Fuller] I am not aware of any. Maybe we can refer that to the Mod Department?

[Cowlis Andrews] You guys gave to logistically figure it out. This is a management issue that we have to figure out. That's a basic property management problem that we have to figure out. And if someone starts a fight, they will be evicted.

[Vanessa Rosa] Some of the people are disrespecting the old people. Some of the people have started fights.

[Cowlis Andrews] Call the police if they start fighting.

[James Slaughter] We are checking for cars that don't belong on the property and that are illegally parked. We need to start towing and get the cars that are illegally parked out.

[Bettie Cook] RAB President/Scattered Sites

At our last meeting we discussed how staff are moving people into units that are not ready. We asked if they had a checklist. We have had several tenants move into apartments that were supposed to be ready to move in. People are waiting on knobs for their stoves. Residents receive a refrigerator and stove when they move in and this is in the lease. Every third Wednesday I have meetings. I have at least 20 – 25 people that come to the meetings with complaints. I wanted to address it to the managers/foremen and Mr. Slaughter. Thank you very much.

[Cowlis Andrews] New Business?

[James Slaughter] We need to discuss the possibility of having a Special Meeting on the 22nd day of May, 2017.

The second item we went through a RFP process and selected Sametra for Employee Benefits and life insurance. We wanted to make sure that employees are covered in case they didn't have

a policy of their own. So I provided the information to the Board so that you would be aware of the process.

[Cowlis Andrews] Commissioner Garcia, Nightingale and Nelson are you available on the 22nd at 3:00 p.m.

Can I get a Motion for the Approval of the Meeting Minutes from April 10, 2017.

Motion was made by: Commissioner Nelson
Seconded: Commissioner Nightingale

Are there any questions? Minutes had been approved.

Roll Call:

Commissioner Nightingale	Aye
Commissioner Andrews	Aye
Commissioner Nelson	Aye
Commissioner Garcia	Aye

Motion Carried: 4 – 0

[Commissioner Andrews] Are there any Committee Reports??

There were no reports from the Sub Committees.

Secretary's Report:

[James Slaughter] You will see my report that outlines the various meetings that I have had during the month of April. Certainly, we are trying to connect with a lot of outside agencies. The PHA has been working diligently with the City of Bridgeport to try and get the MOU signed. If you look in your board package there is a new tab Ms. Woodson called Events which has upcoming training and conferences from NAHRO and PHADA that you might want to take advantage of.

Finance

[Alan Cashmore] This month is very similar to the last few months. COCC and Section 8 are still showing a loss. COCC is overbudgeted by \$353,000. This is mainly due to the encumbering of legal fees. We are trying to lease up more units in Section 8 and develop another source of income for COCC. HUD has been extremely slow in releasing payments so that our Section 8 landlords can get paid. We have not received HAP payments for May.

Public Housing so far showing a net income of \$659,500.00. We have not used any new Capital Fund money. This difference is a result of rents being slightly higher than projected and the use of Capital Funds to pay for the operating expenses.

The audit is going well this year than in the past two or three years. There should be less findings in Finance our bank recs, our cash and reports are better this year. One other thing I included this month are the PHA Metrics, included in this month's Board package are the quarterly PHAS indicators. The Authority is showing improvements on most of the indicators. However, it is tough to get an accurate measurement during the year as some of the indicators are more accurately measured at year end after all adjustments have been made. That's all I have for this month.

PLANNING, DEVELOPMENT AND MODERNIZATION:

[Dave Ghio] Roofs are out for bids for Fireside and Trumbull Gardens. Our recommendation will be presented to you tonight The Resolution was awarded to the lowest bidder who happens to be a local Section 3 Contractor.

We have four at P.T. Barnum and 3 at Boston Commons (Scattered Sites) are on the way. We advertised for the architects back in January and February we awarded and assigned the work to the architect as well as opening up the bids in March. In April we expect to award contracts for the Level 3 work to be done. Some may stretch out to June.

I like would like to continue to have Ms. Cook inspect our work. She has a keen eye for detail and doesn't miss a beat. I will be going back to Scattered Sites and Ms. Cook you are welcome to come. It's good to get our residents involved with the work. There needs to be more tenant involvement with the activities.

We are doing a Video doorbell at Boston Commons.

Our goal is to hire more contractors and limit the overall duration.

Procurement:

Caroline Sanchez, Absent.

Asset Management

Tiffany Maldonado Absent.

Resident Selection:

Left the meeting early.

Housing Choice Voucher:

(Shavonne Dawson) We have been leasing up people from our waiting list. We are behind on our annual re-certifications.

[Cowlis Andrews] Why”

Because we had four staff members leave; we are trying to train new staff since the new year.

[Cowlis Andrews] How did we hire four people and I not know about this?

This is before you became a Commissioner.

Two positions have been filled but they are in the process of training. It's a very hands on job when you are doing calculations and adjusting peoples rent.

[Cowlis Andrews] Is any of the work automated?

No, it's all done manually. You put in the income, calculate the rent, update utilities for each tenant. We each have a caseload of approximately 370 clients and with two people not fully trained, the other workers have to carry the burden of the clients, plus the landlords.

When Becky was here she told us that we did not have to do re-certifications annually. So this is a large reason why we are behind.

[Cowlis Andrews] How can we help?

We need more staff and we need a Director, more training, help with month end.

[James Slaughter] The new Director will be coming aboard May 22nd. Currently, four positions need to be filled in the Section 8 Department.

[Cowlis Andrews] The department is overbudgeted and the department is running a deficit.

Security

[Ralph Villages] Good Evening, you have my monthly report. I continue to handle During the month of April 2017, I have continued to monitor all our sites for crime, violations and safety related issues. Assisting site staff as required.

I continue to handle numerous liability claims past and present, meeting with adjusters, contacting and completing assorted paperwork for Attorneys etc. I have supplied all requested information. I have also meet with staff along with adjusters to supply any required information or investigation. These cases can continue for years, due to the many steps involved through the legal process, including lawsuits.

I have been having meetings with Capt. Garcia who is the Commander of the Green Sector, which includes Greene Homes and Trumbull Gardens. This past month we had a meeting with the Chiefs Aid, about situations at our sites, and the vandalism at Marina Village. We will be scheduling another meeting for the month of May with the Chief.

As you are aware the Criminal mischief at Trumbull Gardens Building 10 and 11 continues to rise. Work still needs to be complete on the door locking systems. As stated in the commissioners report the doors were operating only for several hours and they vandalized, fix by staff and again vandalized at B-10 were they no longer lock. Staff is working on having repairs made.

CCTV equipment needs to be worked on, and we have some problems due to the fact that we no longer have our IT Tech Jeff Zimmerman. Alan Cashmore and I have had several meetings with A Plus and are working on these issues.

Legal:

We have 92 families on court ordered repayments agreements. This equates to roughly 160,000 dollars of unpaid rent that should be paid back within the next two years. We are actively pursuing 300 other cases; 150 cases for non-payment; 150 cases for other lease violations. We signed a contract with Sheriff Willie Murphy today. His contract starts May 15th. This will allow the legal department to bring cases to court sooner and respond faster to lease violations.

Action Items:

1. RESOLUTION AUTHORIZING THE OPENING OF THE PUBLIC COMMENT PERIOD FOR THE REVISED UTILITY ALLOWANCE SCHEDULE FOR PUBLIC HOUSING RESIDENTS

Motion Submitted: Garcia
Seconded: Nelson

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

Resolution passed 4 - 0

2. RESOLUTION AUTHORIZING THE OPENING OF THE PUBLIC COMMENT PERIOD FOR THE REVISED PUBLIC HOUSING FLAT RENTS POLICY

Motion Submitted: Garcia
Seconded by: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Garcia	Aye

Commissioner Nelson

Aye

Resolution passed 4-0

3. RESOLUTION CLOSING THE PUBLIC COMMENT PERIOD AND ADOPTING THE REVISED ADMISSIONS & CONTINUED OCCUPANCY POLICY

Motion Submitted: Garcia
Seconded by: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

Resolution passed 4 - 0

4. RESOLUTION AUTHORIZING AN EXTENSION IN THE CURRENT CONTRACT WITH SCHINDLER ELEVATOR CORPORATION FOR ELEVATOR PREVENTIVE MAINTENANCE AND REPAIRS IN AN AMOUNT NOT TO EXCEED AN ADDITIONAL \$10,000 FOR A PERIOD OF TWO MONTHS

Motion Submitted by: Garcia
Seconded by: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

Resolution passed 4 - 0

5. RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL CONTRACT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF BRIDGEPORT AND HD SUPPLY TO PROVIDE APPLIANCES, UNDER THE EXISTING U.S. COMMUNITIES CONTRACT FOR THE NOT-TO-EXCEED AMOUNT OF \$226,708.95

Motion Submitted by: Garcia
Seconded by: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

Resolution passed 4 – 0

6. RESOLUTION AUTHORIZING THE SECOND-YEAR OPTION IN THE CURRENT CONTRACT WITH POWERTECH SERVICES & SOLUTIONS FOR BOILER PREVENTIVE MAINTENANCE AND REPAIRS FOR AN ADDITIONAL AMOUNT NOT-TO-EXCEED OF \$220,000.00

Motion Submitted by: Garcia
Seconded by: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

Resolution passed 4 – 0

7. RESOLUTION AUTHORIZING AN APPLICATION FOR TWO MILLION DOLLARS IN DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT (DECD) GRANT FUNDS FOR THE WINDWARD DEVELOPMENT PROJECT

Motion Submitted by: Garcia
Seconded by: Nightingale

Roll Call:

Commissioner Andrews	AB
Commissioner Nightingale	Aye
Commissioner Garcia	Aye
Commissioner Nelson	Aye

Resolution passed 3 – 0 – 1 (Abstention)

Meeting Adjourned: 7:37 p.m.