

**Board of Commissioners Meeting
Eleanor and Franklin Apts.
695 Park Avenue
Bridgeport, CT**

The Board of Commissioners of the Housing Authority of the City of Bridgeport met in at the Regular Meeting at 695 Park Avenue, Bridgeport, CT, on the 12th day of March 2018, the place, date and hour duly established for the holding of such meetings Chairperson Andrews called the meeting to order at 5:30 p.m.

The Recording Secretary stated that this meeting is being conducted in conformity with the Open Public Meeting Act. Notice of this Board Meeting was faxed to the City Clerk Office.

Roll Call:

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

[James Slaughter] Chairman you have a Quorum.

BHA Staff Present:

Seon Bagot, Director of Legal Services

Caroline Sanchez, Director of Procurement

Ralph Villages, Chief of Security

We will move on to Public Comments. Is there a sign in sheet? Yes.

Public Comment #1 Karen Bracey

[Karen Bracey] Does anyone know what's going to happen when the cranes come in? And when the HVAC will be put in.

[Commissioner Andrews] This should be done within the next week and a half. Inspections should be done within the next two weeks. I was told that everything is in place and that everything that was messed up is fixed and by the end of the next week everything should be done and inspected.

This is on behalf of the Food Bank at Trumbull Gardens. Is has been in existence for years. There were problems; they got corrected; they have insurance and everything else. What's the hold up? Why can't they get back into the building? Why can't they get a key? They keys

should be given to Ms. Darlene Bowens, who has been running the Food Pantry for years. She needs to get a key to open up. Because every Saturday and Friday we have wait for housing to open up to get food.

[Commissioner Andrews] So, It is my understanding, that legal counsel as advised the authority to have staff open and close the facility and Manage the facility during that time. But, from a Risk Management perspective if something happened, the authority would be liable.

[Karen Bracey] So, the housing authority is going to be liable even if a housing authority employee opens it up. What is the difference?

[Commissioner Andrews] We were advised by Legal Counsel that the authority should be in control of the keys. (Seon correct me if I am wrong)

[Seon Bagot] So, we sent that question to our General Counsel and we are awaiting an answer from them. So, the lease provides two things either for us to provide them with access or for us to give them access to the keys. It does not mandate that we do one or another. As long as the housing authority provides access that is all that we are obligated to do.

[Karen Bracey] So now what happens if Darlene Bowens, who just walked in. What happens if a resident needs emergency food and they call housing and this person does not show up? Now the resident can't get food from the food bank because housing doesn't show up. When all she has to do is open up the food bank and provide food for the resident. This Food Bank has been there for over 20 years and there has been no problem with them opening and closing up.

[Seon Bagot] James and I just found out that the food bank provides food to residents on an emergency basis after we met with members of the Food Bank last week. We will take this under advisement and get back to you, as soon as we receive word back from our General Counsel.

[Commissioner Andrews] We cannot go against Counsel or the housing authority and that individual can get sued.

Public Comment #2 Darlene Bowens

[Darlene Bowens] When we first met, they said we would be in the food bank by October 30th, Now, we did everything that we were asked to do, we even got our own insurance. Our insurance is paid up for the year. So, I still don't understand, why we can't get a key. This weekend that passed, I had to make a phone call for them to open the door. I am just walking in, So, when did this come in effect?

[Seon Bagot] So initially, the housing authority entered into an Agreement with there was no input from the Board. When we enter into an Agreement we have it reviewed by our General Counsel. As soon as we receive a Legal Opinion, we will share it with the board and Ms. Bowens.

[Darlene Bowens] Who suggested this, not to point the finger? I didn't sign the Agreement because I didn't get the key.

[Seon Bagot] No one. This is just a general agreement that we use, with the same language. And there are different levels of review.

Public Comment #3 Pamela Austin

I am a tenant from Scattered Sites, a contractor used my utilities and my UI bill is higher than usual because of this. They used my UI to do the work and I have a bill.

[Commissioner Andrews] Just bring a copy of your bill to Deborah at the Admin. Office and the Interim Executive Director will take a look at it. Contractors are doing work and leaving the lights on for as long as a month and a half and I pay that bill.

[James Slaughter] We have hired a Facilities Operations Administrator and I will have him look into it. Just bring the bills and we will review them. Please bring in your monthly bills from the last year.

Public Comment #4 Dione Dwyer

Good Evening, I wasn't going to say anything, because I feel like a broken record. I need to know what's happening with parking at PT. Apparently, one of the residents accused me of parking in their space, when there is no assigned parking.

[James Slaughter] Contact your manager Loretta Fuller; cc: Deborah, Tiffany and Tony.

[Commissioner Andrews] James by the next board meeting, please make sure that all projects but a plan together for parking.

Public Comment #5 Bettie Cook

Good Afternoon: I brought this to the attention at the last meeting that residents need stoves and refrigerators. Our lease states that we should have appliances. A young lady called me saying that her refrigerator is not keeping the food cold.

[James Slaughter] Please provide the name and address. I will have Mr. Manley look into this.

[Commissioner Andrews] That closes the Public Comment Period.

Is there any old business?

Motion to approve Minutes from February 12, 2018.

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Nelson	Aye

Minutes approved 3-0

Secretary's Report

[James Slaughter] If you look in your board package where Ms. Woodson provided correspondence from the Executive Office, you will see a letter from HUD relative to SEMAP. The overall SEMAP score was 72%. The HCV Department has now been designated as a Standard Performer.

Finance

[Commissioner Andrews] We have some issues that probably should be brought up in terms of income in the finance report. When is the authority going to bill Chip Dip and Baldwin?

[James Slaughter] They should be billing them in the next couple of months. They bill every month now that Chip Dip has become more and more self-sufficient to carry the load, so that Baldwin doesn't have to underwrite and Chip Dip can pay the mortgage. On a regular basis Baldwin is reimbursing COCC money that was previously used to carry it. So, as we have gotten more people into Baldwin, it's becoming more self-sufficient. We are starting to get to the point where we can start reimbursing Baldwin for COCC activity.

[Ray Collette] Baldwin is not in the position to reimburse COCC at this point. Our target goal is by the end of the year.

[Commissioner Andrews] This is March and we are looking at January data. We need to get an updated projection to understand where we are trending. The financials are showing that we are \$750,000 over the budget right now. And because of some subsidy we are only \$230,000 over budgeted. We want a plan for the next board meeting to show one month's saving in each development and go to the black instead of the red. The Managers need to participate with finance. We need to have an interim finance meeting before the next board meeting.

[James Slaughter] At the end of the month, we will be ending contracts with Temps. We will hire 6 – 7 people. Two - three people are also retiring.

[Commissioner Nightingale] Since you are letting the temps go, you will have a shortage. You don't check on these workers to see if they are working or not. You need to leave the office and get off your throne and see who is doing what.

[James Slaughter] Tony is going out to the developments to check on staff each and every day. He is holding people accountable.

[Commissioner Andrews] We have to get the cameras working at Trumbull Gardens. It's been more than a year that the cameras have been inoperable.

We need to look at giving residents stipends to manage the front desk at Harborview Towers and have people sign in. We are looking s tech AMP and looking at their profitability and make sure that they can at least break even from income and expenses. Harborview and The Greenes cannot make a profit but, we can minimize our losses. We can use the Amps that are making profits to subsidize them. Therefore, make all of Public Housing profitable.

[Commissioner Nightingale] The way things are running these figures are not up to date. We need new projections. I understand that they are working hard. But we need everyone to provide the correct information. We need to know what's coming in on a monthly basis and what's going out.

[James Slaughter] We are always running a month behind. We close 15 days after the month.

[Commissioner Andrews] But we should be able to trend accurately. So that if we are running above of behind on several line items, we need to understand why. Alan has to meet with PH on a monthly basis. Public Housing is where we are losing,

[Commissioner Nelson] Tell our Director what we want. That's who is responsible.

[Commissioner Andrews] Scattered Sites is doing well and is making a profit. We have to make sure that folks are paying their rents and make sure that units are occupied.

[Commissioner Andrews] We need to know what's coming in and what's going out.

Procurement

[Commissioner Andrews] There is nothing out of the ordinary. We just have to vote on Security. We just want to make sure that you are safe.

[Commissioner Nightingale] There's a tremendous difference with Aaron Security. Since we spoke last, they have invested some of their money as well in making improvements. Less traffic going in and out of the building.

ACTION ITEMS:

1. Action Items: (Resolutions)

- 1. RESOLUTION AUTHORIZING AN AMENDMENT TO RESOLUTION 02-12-18-02 WHEREBY THE BOARD OF COMMISSIONERS AUTHORIZED THE HOUSING AUTHORITY OF THE CITY OF BRIDGEPORT (HACB) TO ENTER INTO A HOUSING ASSISTANCE PAYMENT (HAP) CONTRACT FOR PROJECT BASE VOUCHER (PBV) ASSISTANCE WITH CONNECTICUT**

COMMUNITY RENEWAL ASSOCIATES, LLC FOR UP TO FIFTEEN (15) UNITS FOR THE DEVELOPMENT OF 20 JOHNSON STREET, BRIDGEPORT, CT, ALSO KNOWN AS THE WINDWARD APARTMENTS FOR THE INITIAL TERM OF TEN YEARS WITH AN OPTION TO RENEW FOR AN ADDITIONAL 10 YEARS AT THE AUTHORITY'S SOLE DISCRETION.

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Nelson	Aye

Motion approved 3-0

- 2. RESOLUTION AUTHORIZING AN EXTENSION OF THE CURRENT CONTRACT WITH ARON SECURITY FOR SECURITY GUARD SERVICES AT TRUMBULL GARDENS FOR AN AMOUNT NOT TO EXCEED \$3,000.00 FOR AN ADDITIONAL TWO WEEKS.**

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Nelson	Aye

Motion approved 3-0

- 3. RESOLUTION AUTHORIZING AN EXTENSION OF THE CURRENT CONTRACT WITH WILLIE J. SMITH FOR STATE MARSHAL SERVICES AGENCY WIDE FOR AN AMOUNT NOT TO EXCEED \$10,000.00 FOR AN ADDITIONAL TWO MONTHS.**

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews Aye
Commissioner Nightingale Aye
Commissioner Nelson Aye

Motion approved 3-0

4. RESOLUTION AUTHORIZING EXTENSION OF CONTRACT IN THE NOT-TO-EXCEED AMOUNT OF \$15,000.00 FOR A PERIOD OF THREE MONTHS, WITH FOUR STAR MOVERS, INC. FOR PROFESSIONAL MOVING AND STORAGE SERVICES.

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews Aye
Commissioner Nightingale Aye
Commissioner Nelson Aye

Motion approved 3-0

5. RESOLUTION TO RESCIND RESOLUTION NO. 10-10-17-06 WHICH AUTHORIZED THE AWARD OF A CONTRACT IN THE NOT TO EXCEED AMOUNT OF \$53,305.35 TO TYCO INTEGRATED SECURITY, FOR THE REPAIR AND PURCHASE OF A SECURITY SYSTEM AT TRUMBULL GARDENS

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews Aye
Commissioner Nightingale Aye
Commissioner Nelson Aye

Motion approved 3-0

6. RESOLUTION AWARDING A CONTRACT TO TYCO INTEGRATED SECURITY, FOR THE REPAIR AND PURCHASE OF A SECURITY SYSTEM AT TRUMBULL GARDENS IN THE NOT-TO-EXCEED AMOUNT OF \$60,637.95

7. **RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT WITH ARON SECURITY, INC. FOR SECURITY GUARD SERVICES AT HARBORVIEW TOWERS AND ADMINISTRATION BLDG. (150 HIGHLAND AVE) FOR AN AMOUNT NOT TO EXCEED \$529,432.80 FOR A PERIOD OF ONE YEAR, WITH AN OPTION FOR A SECOND YEAR.**

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Nelson	Aye

Motion approved 3-0

8. **RESOLUTION AUTHORIZING RENOVATIONS FOR UFAS COMPLIANCE OF FIRESIDE UNITS A3 AND C8 TO CONTRACT WITH HM CONSTRUCTION SERVICES, LLC. IN THE NOT-TO-EXCEED AMOUNT OF \$138,000**

Motion: Nelson
Seconded: Nightingale

Roll Call:

Commissioner Andrews	Aye
Commissioner Nightingale	Aye
Commissioner Nelson	Aye

Motion approved 3-0

Meeting Adjourned.

