

Derby Housing Authority  
Minutes June 3, 2009

A meeting of the Derby Housing Authority was called to order on **Wednesday June 3, 2009** at **6:35 P.M.** by Chairperson Rosemary Hughes.

A recess was called to allow for one more Commission member to arrive in order to have a quorum.

Meeting called back to order at 6:44 PM by Rosemary Hughes.

**Pledge of Allegiance.**

**Roll Call:** Rosemary Hughes, JP Rizzitelli, Darrell Cotter and Steven Nakano, Executive Director - DHA. Excused absence Pauline Monaco and Joseph Romano.

**Additions/Deletions/Corrections to the Agenda:**

- **Add to the Agenda the welcoming of Darrell Cotter to the DHA Commission.**
- **Old Business: Hawley Construction Company.**
- **Under Executive Session: a. Personnel Issue.**

**Motion** by Rosemary Hughes. **Second** by JP Rizzitelli. **All in Favor.** Motion Passes.

**Introduction of Darrell Cotter to the members of the DHA and the audience in attendance.**

**Mr. Cotter thanked the members of the Commission and stated that it was his honor to serve the remainder of his father William F. Cotter's term.**

**Approval of Minutes:**

- **Motion to approve the Minutes of May 4, 2009 – May 18, 2009 – and – May 26, 2009.**

**Motion** by JP Rizzitelli. **Second** by Darrell Cotter. **Discussion on the Motion.**

Page one (2) under Public Portion: Fifth line down **change asked to made.** Sixth line down take out **specifically when her lease was up for renewal** and replace with **aware of the rules.** Seventh line down spelling correction **children's** to **childrens'.** Page three tenth paragraph down **add the word Truck** before **Key.** All changes pertain to the minutes of May 6, 2009 only.

**Motion** to accept the minutes with the noted corrections. **All in Favor.** Motion Passes.

**Public Portion:**

Carol Hayden – Guardiano Terrace, Derby. Asked why is the process when a spouse dies that the paperwork is not corrected so as the rent now reflects one tenant. The SS is adjusted immediately and in some instances it may take up to three months. JP reiterated that if an overpayment is made it must be paid back immediately to SS.

Steve Nakano will check with Joanne and the State of Connecticut if the process can adjusted according with a faster process.

Her next comments were in regards to the parking at the bottom of Guardiano Terrace now that the Derby Rec in again opening. The concern was echoed throughout the room from several residents who were unidentified.

Steve suggested the placement of signage and an outside wrecker to tow the cars in violation.

Signs to state “Private Property No Parking”.

Mrs. Hughes stated that a letter would be sent to the Rec Director with the DHA concerns and the problems that persist.

Mrs. Hayden and several other residents continued to speak with regards to the tenant who is babysitting during the day and doing excessive laundry. The residents claim that the children arrive as early as 7:30 am. They are upstairs when the woman in question lives on the first floor and that this is an accident waiting to happen.

Mrs. Hughes sated that the tenant has been notified and further investigation may be necessary.

Steve will check with the DHA Corporate Council and what recourse the DHA has.

Linda Swinski – Guardiano Terrace. Stated that the washers and dryers are to low and were supposed to include a raised platform or lip. Again Mr. Nakano will check with the company which maintains and installed the new equipment.

Frank Meney – Guardiano Terrace. Asked if Kevin mentioned that the windows were rotting?

Steve Nakano stated that he will speak with Kevin.

Public portion closed.

**Director’s Report:**

**Stygar Terrace:** NO VACANCIES

**Cicia Manor:** #10 Ready for occupancy.  
#22 Ready for occupancy.

**Lakeview Terrace:** NO VACANCIES.

Bill Payment report was submitted and reviewed.

Mrs. Hughes questioned the total of \$1,021.00 under POP Electrical. Mr. Nakano stated it was an outdoor light and pole. There was a question as to if whomever hit the pole if they had insurance the answer was unclear.

Mrs. Hughes second question was for Reliable Technologies, LLC. She asked if the office now had two Fax machines. Steve stated that no there was just one.

Landlord checks for the month of June 2009 were processed and mailed.

PIC reporting currently at 103.27%. There will not be any sanctions for May 2009.

- **Motion to accept the Director's Report as submitted.**

**Motion** by JP Rizzitelli. **Second** by Darrell Cotter. **All in Favor**. Motion Passes.

Mrs. Hughes stated that she and Mr. Nakano meet with two representatives from Hawley Construction Corporation, Charles VanZanten and Daniel Newton and all is proceeding well. There are still some things that need to be ironed out with P&Z they will report back to the Commission as things progress.

- **Motion to go into Executive Session at 7:09 PM.**

**Motion** by JP Rizzitelli. **Second** by Darrell Cotter. **All in Favor**. Motion Passes.

Respectfully submitted,

*Laura A. Wabno*  
Recording Secretary

*These minutes are subject to approval of the DHA Commission at their next regularly scheduled meeting.*