

B.O.C. Special Meeting Minutes

SPECIAL Meeting of the Board of Commissioners  
NORTH HAVEN HOUSING AUTHORITY  
555 Pool Road, North Haven, CT 06473

HELD AUGUST 13, 2019

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Those Present Included:

Chairman- Richard Lopresti  
Commissioner- Marvin Wilson  
Commissioner-Nancy Leddy  
Commissioner Anthony Solli

Staff:

Anne McKeon, NHHA Executive Director  
Kelly McDermott, WHA Executive Director  
Ron Canalia, Housing Manager

The following residents were also present: Joan Iovene, Carol Mathews, Rosalie Mancini, Eleanor Golino, Kevin Smith, Sandra Bogunecki, Mike Mastropire, Joe Parise, Rosemary LaChance, Francine Seaver and Lesley Coes.

The Special meeting of the North Haven Housing Authority was held on August 13<sup>th</sup> 2019, and called to order by Chairman Richard LoPresti at 4:07 p.m.

1. **Roll Call**

**Chairman LoPresti** took roll call. All board members were present.

2. **Welcome and Announcements**

None

3. **Approval of Minutes**

**Commissioner Wilson** made a motion to approve the June 4, 2019 meeting minutes.  
**Commissioner Solli** seconded the motion. Commissioner Solli made a correction to the minutes to change the next meeting date to August 13, 2019.

**Chairman Lopresti** took roll call at. All in favor.

4. **Public Comment**

Public comment consisted of questions regarding the new re-certification form. Sandra Bogunecki posed twelve (12) questions regarding required information. A period of explanations and answers followed led by Ron Canalia, Kelly McDermott and Anne McKeon. The re-evaluation process will begin on September 9<sup>th</sup> through the 14<sup>th</sup>.

Resident Kevin Smith asked a question regarding the necessity of providing car registration and insurance.

A number of residents expressed concerns about confidentiality and privacy. Staff explained who would have access to private information and the process to protect information.

Resident Rosemary LaChance asked a question on pet medical records and requirements.

A number of residents stated concerns that they did not have a lease agreement with NHHA which was addressed and NHHA stated new leases will be signed for January 1, 2020 with all residents.

## **5. Executive Director and Finance Reports**

Executive Director Anne McKeon provided the following updates: The re-bid of the Parkside roofs resulted in better pricing; the Residents Services grant has been renewed; Both Quinnipiac and Yale are offering some new programs for all tenants; A donation will be made to the newly formed North Haven Boys & Girls Club; A luncheon meeting was held in order to solicit people for the tenant council. Thirty five people attended and a great deal of interest was shown. Florence Vollano from the Housing Coalition led the group along with a representative from Trumbull housing & Geri Bronner, the WHA tenant commissioner.

The quarterly report and financials were discussed.

## **6. New Business**

### **a. NHHA Recertification Update**

Chairman LoPresti acknowledged that this item was thoroughly discussed during public comment. The Board had no further comments or questions for NHHA staff.

### **b. Resolution 08/13-19-001 – Submission of an application to CHFA for Pre-Transaction Critical Needs (PTCN) grant program for the Park Side Manor Roof project.**

Commissioner Anthony Solli submitted the resolution. Commissioner Leddy seconded the motion.

General discussion on this item took place. Grant funding would support the roof replacement project at Park Side Manor.

**E.D. Kelly McDermott** took roll call. All were in favor.

- c. Resolution 08/13-19-002 – Authorizing the award of a contract in the not to exceed amount of \$289,500 for a period of one (1) year to tStanely Construction LLC for the park side manor roof replacement project

Commissioner Anthony Solli submitted the resolution. Commissioner Leddy seconded the motion.

Discussion took place and Kelly McDermott presented that Stanley Construction was the low bidder on this project. The bid tabulation sheet was distributed to all board members for review.

**E.D. Kelly McDermott** took roll call. All were in favor.

- d. NHHA Lease Discussion

Lease revisions were also discussed as were changes to various policies. New tenants will be charged a security deposit. Discussion took place on the appropriate late fee to charge residents who fail to pay rent on time. The amount of \$20 was recommended. The next step of the process will be to review proposed lease changes with the residents and issue a 30 day comment period. This matter will return for consideration and possible approval at the October Board meeting.

- e. NHHA Base Rent Increase

Discussion took place on the proposed base rents increase, which will impact new admission residents only. NHHA is proposing to establish base rents at \$400 and \$500, respectively. NHHA will be starting the required state 30 day notice period and expects to return to the board at its October meeting for consideration and possible approval.

- f. NHHA Tenant Council Update

Geri Bronner, tenant commissioner for the Wallingford Housing Authority, discussed the process that she is working on with North Haven to help establish a tenant council. NHHA is working in partnership with the Affordable Housing Alliance to create bylaws, recruit participation, and establish the board by October 2019. General discussion took place.

## **Adjournment**

**Commissioner Solli** made a motion to adjourn the meeting seconded by **Commissioner Wilson**. A vote was called all were in favor. Meeting adjourned at 6:10. The next meeting will be held on September 3, 2019 @ 4:00pm.