

November 8, 2022 REGULAR MEETING MINUTES

NORTH HAVEN HOUSING AUTHORITY

555 Pool Road

North Haven, CT 06473

The regular Commissioners meeting of the North Haven Housing Authority was held on Tuesday November 8, 2022. The meeting was called to order by Chairman Richard LoPresti at 4:01 PM.

Present:

Richard LoPresti, Chairman

Marvin Wilson, Commissioner (*joined meeting virtually at 4:05PM*)

Nancy Leddy, Secretary

Virginia Ballough, Tenant Commissioner

WHA Staff:

Chris Pisani, Acting Executive Director

Sophia Rosa, Acting Assistant Executive Director

Ron Canalia, Housing Manager

Welcome and Announcements:

Richard LoPresti, Chairman opened the meeting with a roll call. Chairman LoPresti acknowledged Hurricane Nicole coming up the east coast and stated that the Housing Authority will be keeping an eye on the rain and the gutters.

Public Comment:

No public comment.

Tenant Council Corner/Discussion:

Tenant Council President Gary Stackpole submitted a programs proposal to the board for review. Mr. Stackpole asked if a percentage of the washer and dryer revenue goes to the tenant council budget. Acting Assistant Director Rosa stated that it currently does not, however a proposal in writing would be needed prior to the next meeting to review and or make any updates to the upcoming calendar year 2023 budget. Discussion took place over the current tenant council budget for programs, as well as review of the

current laundry revenue to date. Acting Assistant Director Rosa clarified the process for tenant council reimbursement.

Chairman LoPresti proposed a tenant council allocation budget of a not to exceed amount of \$100 for the remainder of November and December 2022. Secretary Leddy made a motion. Tenant Commissioner Ballough second the motion. All present board members are in favor.

Acting Executive Director Pisani clarified the process for the appointment of tenant council secretary in accordance with the bylaws in place.

New Business:

A) *Approval of Finance Reports:* Tenant Commissioner Ballough made a motion to approve the October Finance Reports. Commissioner Leddy second the motion. All present board members are in favor.

B) *Approval of Calendar Year 2023 Schedule of Meetings for the North Haven Housing Authority Board of Commissioners.* Chairman LoPresti noted the bottom of the schedule and stated that the meeting location may change in the future once construction begins. Attendees are asked to refer to the posted agenda for each meeting that will be held in Calendar Year 2023. Tenant Commissioner Ballough made a motion to approve the October Finance Reports. Secretary Leddy second the motion. All present board members are in favor

C) RESOLUTION R-11/08-22-001 AUTHORIZING THE ADOPTION OF THE TENANT SELECTION PLAN FOR THE NORTH HAVEN HOUSING AUTHORITY ELDERLY DISABLED PORTFOLIO

Chairman LoPresti asked all present board members if they had a chance to read the resolution along with all supporting documents. All present board members agreed to table the resolution for the December meeting. Acting Assistant Director Rosa asked Housing Manager Ron Canalia to discuss the need for this policy. Mr. Canalia explained that this is a CHFA requirement and acts a working document. The purpose of the tenant selection plan is to both applicants and current residents of the state portfolio housing requirements. Everything from program eligibility requirements to occupancy standards are all described in this document. He went on to explain that the Housing Authority did not have this tenant selection plan in place and would be helpful to have screening criteria in place. Additionally, Mr. Canalia noted that this proposed policy was presented to the tenant council on November 2nd, 2022. No written comments were received.

Tenant Commissioner Ballough made a motion to table resolution R-11/08/-22-001. Secretary Leddy second the motion. All present board members are in favor.

D) RESOLUTION R-11/08-22-002 AUTHORIZING THE ADOPTION OF THE NHHA PARKING POLICY

All present board members agreed to table the resolution for the December meeting. Acting Assistant Director Rosa asked Housing Manager Ron Canalia to discuss the need for this policy. Mr. Canalia explained that this is a new policy, which would provide the ability for management to address parking complaints accordingly. Additionally, Mr. Canalia noted that this proposed policy was presented to the tenant council on November 2nd, 2022. No written comments were received.

A question was asked by tenant Gloria Dubey regarding guest parking. Acting Executive Director Pisani stated there aren't any designated visitors parking at Temple Pines, however there is at the Parkside Manor Property. A second question was asked by tenant council president Gary Stackpole regarding the towing language stated in the parking policy. Acting Executive Director Pisani provided clarification, stating that the policy says NHHA may tow any vehicles that are illegally parked without a parking sticker for more than 72 hours.

Chairman LoPresti made a motion to table resolution R-11/08/-22-002. Tenant Commissioner Ballough second the motion. All present board members are in favor.

E) RESOLUTION R-11/08-22-003 AUTHORIZING THE ADOPTION OF THE NHHA GRIEVANCE PROCEDURE

All present board members agreed to table the resolution for the December meeting. Acting Assistant Director Rosa asked Housing Manager Ron Canalia to discuss the need for this policy. Mr. Canalia explained that this is another required policy that the Housing Authority needs to have in place. He stated that this grievance policy outlines a prospective applicant and/or tenant's right to a hearing and outlines all the parameters, including the exclusion of eviction or any tenant disputes. Additionally, Mr. Canalia noted that this proposed policy was presented to the tenant council on November 2nd, 2022. No written comments were received.

Chairman LoPresti made a motion to table resolution R-11/08/-22-003. Secretary Leddy second the motion. All present board members are in favor.

Other Business:

- Update 2021 Small Cities Application- Temple Pines

Acting Executive Director Pisani provided an update and stated that he met with the Construction Manager Vendor last week. Due to coming in over budget, during this meeting the team went over the budget to figure out what may need to be removed from the scope of work. Acting Executive Director Pisani also mentioned that a recommendation was made to the funders, and they are currently looking to find funds to close the gap. Chairman LoPresti stated that the Town of North Haven has an affordable housing fund in which they will be providing a contribution for this project. Chairman LoPresti stated that the Elevator work is being separated from this project and being paid for other grant dollars. It was also noted that there is an 8–10-week lead time on getting the elevator work done.

Tenant Commissioner Ballough made a motion to adjourn. Secretary Leddy second the motion. All present board members are in favor.

The meeting adjourned at 5:29 PM.