

Meeting Minutes
Branford Housing Authority
Regular Meeting
Wednesday, June 5, 2019
The Community Room – Parkside II

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Commissioners Present: D. Denes, K. Collins, D. D'Amelio, and T. Lowe
Commissioners Absent: None
Management: C. Daniw, L. Hampton
Parkside Village Resident Association: President, J. Kavanaugh with other Board Members present
Guests: Tenants from Parkside Village I and II

CALL TO ORDER:

Meeting called to order at 7:00 p.m. by D. Denes

APPROVAL OF MINUTES:

T. Lowe moved to approve the minutes from the Special Meeting on May 15, 2019,
D. D'Amelio seconded. Board voted 4-0 to approve unanimously.

TENANT COMMISSIONER REPORT:

D. D'Amelio received a request from Parkside Village II through J. Frank that a resident would like to have speed bumps and to paint the walkway lines to define the curbs. To be aware that a delivery truck was blocking the laundry room entrance. No issues were reported by tenants at Parkside Village I.

RESIDENT ORGANIZATION REPORT:

J. Kavanaugh announced that on June 26 there will be a state legislative breakfast to start at 10 a.m. at Parkside Village One community room. He requested the assistance of J. Frank to help with notices and the event. This is a Resident Organization function for the tenants to ask questions of their state representatives. There will be another breakfast planned in the fall inviting local representative to speak with the Resident Organization.

MANAGEMENT REPORT:

C. Daniw reported on a Tenant Concern:

A tenant had previously made a request to be transferred to a non-smoking quad in any of the buildings at Parkside Village One; none were available so they indicated they would wait. The same resident has contacted us again. However, all units available have a smoker next to them. The resident wishes to be considered for C11 or another unit as soon as possible. The Board had a long discussion on whether or not to establish a non-smoking or restricted smoking policy for Branford Housing Authority. J. Kavanaugh and C. Daniw discussed Beacon Communities plan to make Parkside Village One a smoke free community and to assist the residents with programs to help quit smoking. The board would like to address this issue further with additional tenant input and consultation with the attorneys at a future meeting.

C. Daniw requested that the Chairman call to go into executive session toward the end of the meeting to discuss a legal matter with a current resident.

C. Daniw noted that the concrete overhangs on the walkways are continuing to fail at Parkside Village One and Two. Chips and pieces of the concrete are breaking away and exposing the rebar. Until an engineer report is completed a temporary mesh will be installed to eliminate falling debris in the

walkways. This is not a fix it is only a preventative measure until a replacement plan is established to avoid someone getting hurt.

Hot water tanks are starting to cycle around for replacement it has been approximately 7 years since all of tanks were replaced. Each tank services two units up and down. An updated chart indicating all major replacement items will be provided to the commissioners in September prior to budget planning.

The (ERAP) Elderly Rental Assistance Program through the State of Connecticut Department of Housing request has been submitted for years July 2019- June 2020. At Parkside Village One, an annual need of \$20,196 servicing 16 residents and Parkside Village Two \$9,384 servicing 12 residents. All were previous recipients in the 2018-2019 program. New tenants or existing tenants not already in the program do not qualify. This program no longer provides rental assistance to our residents. Tenants are required to pay 30% of their income or base rent whichever is greater. As a result of this change, Branford Housing Authority is allowed to accept Section 8 Vouchers as a rental subsidy through the duration of their tenancy. In the past, if a tenant had a voucher they had to decide which program they wished to use on the first July after their move in.

There was one move out at Parkside Village II; there are now 7 vacant units (6 efficiencies and 1 1Bdrm) of which 3 have commitments to rent. The temporary transfer has been completed and the tenant will be moving back to their original unit on July 12 that was renovated, the two units used are included in the count will be turned and rented as soon as possible.

Parkside One had one move out and now has 10 vacant units (9 efficiencies and 1-1 Bdrm)

There have been multiple refusals for the units being too small, sewage odors from the Town sewage plant at Parkside Village II, and concerns of being on the second floor with no elevator access.

TENANT CONCERNS:

A tenant came to the meeting asking for assistance with a tenant dispute. The tenant previously reached out to the RSC and BHCare. C. Daniw provided her personal contact information to discuss the matter in greater detail and work on a resolution for all parties involved.

OLD BUSINESS

Redevelopment Parkside Village I: T. Lowe stated a Planning and Zoning meeting is scheduled for tomorrow, June 6, 2019 at the Fire House. Redevelopment of Parkside Village I was on the last P&Z agenda and no vote was taken. It is expected that a decision will be made before June 27th and if approved it may have conditions during construction for the Sliney Road access.

Consulting Agreement – Kluetsch Consulting:

K. Collins reviewed the negotiated contract with Kluetsch Consulting to work with BHA to secure funding for future projects at Parkside Village II. The contract is for six months averaging two to five hours weekly. If funding is awarded then compensation for Kluetsch Consulting would be included in the funding package. T. Lowe made a motion to approve the contract with Kluetsch Consulting for six months as negotiated, D. D'Amelio seconded, passed 4-0.

Other Business:

D. Denes has consulted with the Attorneys and F.O.I. Staff on ways BHA can improve communication and transparency with the public. A speaker from F.O.I. will be available to do another presentation to the commissioners upon request. No tentative date has been set.

A motion to go into Executive Session and adjourn the Regular Meeting was made by K. Collins and seconded by T. Lowe at 8:08 p.m. Those in Executive Session were D. Denes, K. Collins, D. D'Amelio, T. Lowe, C. Daniw and L. Hampton.

There was discussion regarding issues for one tenant that include lease violations and a legal matter.

Motion to adjourn Executive Session at 8:38 p.m. was made by T. Lowe and seconded by D. D'Amelio. Motion passed 4-0

Meeting adjourned by motion at 8:39 p.m. K. Collins moved to adjourn, T. Lowe seconded. Passed 4-0.

Respectfully Submitted
Cheryl Daniw, Management Agent for BHA