

MINUTES
Housing Authority of the Town of Darien
October 23, 2012 – 7:30 p.m.

A regular meeting of the Commissioners of the Housing Authority of the Town of Darien was called to order at 7:35 p.m. on Tuesday, October 23, 2012 in Room B-1 of the Darien Town Hall, 2 Renshaw Road, Darien, CT.

Present were: Commissioners Jan Raymond, Joe Warren, Allen Delaney and Peter Bigelow (Absent: Cynthia Ashburne). Also in attendance were John McClutchy, Todd McClutchy and Arthur Anderson.

Minutes from the Regular Meeting of September 25, 2012 were approved without objection.

The Paid Bills Reports for October 2012 for AON Development and Old Town Hall Houses were accepted as submitted on a motion by Joe Warren.

Jan Raymond announced that Joe Warren has been reappointed to the DHA Commission to serve a term ending June 30, 2016.

Executive Director's Report: Jan Raymond gave the Executive Director's report in Kathryn Molgano's absence.

Resident Participation Plan: On a motion by Joe Warren, the commissioners unanimously approved the AON Resident Participation Plan and authorized Vice Chairman, Jan Raymond to sign on behalf of DHA. The plan was previously signed and approved by the AONA and the Heights Development Group.

AON Development: Sound Energy completed annual furnace cleanings at AON houses on October 18th.

Old Town Hall Houses:

Vacancy: A one bedroom, second floor unit will be vacated by November 1st. Commissioners to discuss whether to proceed with interior renovations.

Annual Audit: CHFA has informed us that the audit requirement for Old Town Hall Houses will be on a bi-annual basis. The next audit will cover Fiscal Years 2011/2012 and 2012/2013 and will be conducted in the fall of 2013. Kathy Molgano notified the auditor, Pat Buel, CPA.

Recertifications: Program regulations for the State Elderly Program indicate that recertifications may be done on a bi-annual basis, provided that the project is not subsidized by DECD's RAP program. Kathy Molgano will obtain written verification of this from CHFA, as well as written verification of the audit requirement.

Parking lot: DHA has signed a contract with Viking for the repaving of the parking lot which is scheduled for the week of November 5th. Joe Warren discussed the tentative work schedule and arrangements that have been made for off-site parking while the job is in progress.

Redevelopment: Arthur Anderson provided a general overview of how the application process for the Heights will work. Applications should become available before the 1st of the year.

Todd McClutchy reported that all Phase I buildings and 3 of 5 Phase II buildings have been framed. All will be closed up for winter when the interiors will be worked on. The project is progressing well, and running on or ahead of schedule.

Old Business: At last month's meeting a tenant placed a complaint that the DHA falsely accused her of allowing her dog to run loose and remarked that "this has got to stop". For the record, while the tenant was playing cards in the community room, her dog was tied up outside of her apartment. This is in violation of the pet policy. Joe Strate was asked to discretely call her away from her card game and remind her that dogs cannot be tied up and left unattended on Housing Authority property. Joe Strate reported back to the office that there was no disagreement and that the discussion had gone well.

The same tenant also reported that the landscapers were blowing leaves and garbage into the flower beds. Joe Strate is on site Monday through Friday, and reported that he has not seen any evidence of the landscapers doing any of this. He commented that occasionally flyers from the recycling bin may blow out onto the property and Joe picks them up.

A tenant reported that a small section of the concrete walkway behind Apt. 31 had eroded and was never fixed – and complained that DHA had only put a carpet over it. Commissioner Joe Warren inspected the area and described the section of concrete as "pock-marked" and remarked that DHA's installation of an industrial outdoor rubber backed mat was a perfectly appropriate solution to the problem so that it does not pose a tripping hazard.

New Business: Commissioners discussed whether to proceed with interior renovations to the vacant apartment at Old Town Hall Houses. On a motion by Allen-Delaney, the commissioners voted unanimously to proceed with the renovations.

The meeting was adjourned at 8:15 p.m. to go into Executive Session on a motion by Joe Warren.

The meeting subsequently adjourned at 9:50 p.m. on a motion by Joe Warren.

Respectfully submitted,

Jan Raymond
Vice Chairman