**GREENWICH COMMUNITIES**

**Regular Meeting of the Board of Commissioners**

**Video Conference Call**

**April 26, 2023**

*Minutes of the Meeting*

The Regular Meeting of the Board of Commissioners of Greenwich Communities was held via video conference call on Wednesday, April 26, 2023. The Chairman, Sam Romeo, called the meeting to order in public session at 5:36 p.m.

The Chairman declared that a quorum was present and directed the Assistant Secretary, Maria L. Morris, to act as secretary for the meeting.

Commissioners Via Vidéo : Sam Romeo, James Boutelle, Angelo Pucci, Robert Simms, Jr., and Vincent

 De Fina

Commissioners Absent: Cathy Landy and Irene Dietrich

Staff Via Video: Anthony Johnson, Terry Mardula, Derrick Bryant, Penny Lore, Maria Morris, John Yankowich, Laura Murphy, Sardis Solano, and Lindsey Romeo

Legal Via Video: Louis Pittocco

Public Via Video: No Residents

The Chairman stated that the meeting would proceed since there were no comments or issues from residents.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on March 22, 2023.

Commissioner Boutelle asked for the following changes: first page-add “potentially” causing fires. Second page- replace “positive” with “optimistic” and add “management is” happy.

On a motion duly made and seconded, the amended minutes were approved (Cathy Landy and Irene Dietrich were absent).

Finance Committee:

The Finance Committee met on April 26, 2023. In attendance were Commissioner Boutelle, the Chairman, and the Finance Director. The Executive Director and Deputy Director were delayed.

Commissioner Boutelle reiterated his concerns for the utility costs for Greenwich Communities. Year to date, utility costs paid for Agnes Morley Heights are $360,000.

The Executive Director discussed receiving two proposals for a new energy provider, a third-party provider will reduce the cost of electricity and stabilize the budgeting process. Evaluation of the proposals will be conducted to determine if the enrollment in a contract and pricing will benefit Greenwich Communities.

Commissioner Boutelle stated that on-time audit submissions was completed for Greenwich Close by the March 31, 2023, deadline. Work continues to complete the Armstrong Court Phase 2 tax credit audit that is due next week to CHFA and the investor Enterprise.

There was discussion about hiring staff for finance and the front office. The Chairman suggested using Indeed and the Executive Director said it is already being used for the Receptionist position and will be used for the other positions needed.

The Chairman stated he would continue speaking with the Town of Greenwich to possibly join their energy pricing program. The Chairman said that there are offers on EnergizeCT.com that residents should explore to see if they can save money and reduce their energy cost.

Development Committee:

The Chairman stated the committee did not officially meet, but there are continuous discussions on all projects with the Executive Director.

The Chairman reported he has been busy working with an architect to have plans developed to construct a new affordable housing on a Strickland Road parking lot. Meetings with the First Selectman and the Housing Trust Fund Committee have proven to be successful in obtaining their support on our projects. The Chairman invited the Vice-Chairman to join him to make the presentation to the Board of Selectman.

The Executive Director reported the Armstrong Court Phase 4 9% Tax Credit Application has been submitted. The Chairman and First Selectman will ask for support from the Governor for this application.

Vinci Gardens tax credit application requires 90% drawings before the plans can be submitted to CHFA for evaluation. The modular home manufacture is working to obtain a functional design for the building including the HVAC and other major systems.

Armstrong Court Phase 2 is over budget. Additional costs are incurred due to structural issues which was needed to fortify the buildings with a costly steel support system. Greenwich Communities may be able to request more tax credit funds from the investor because of higher-than-expected cash flow generated from the leased apartments and CHFA may carry more debt.

The Executive Director reported CDBG did not grant any funds for the Agnes Morley Heights window project or the Parsonage Cottage generator replacement. The Chairman and Vice-Chairman will be attending the First Selectman’s hearing on CDBG funding to advocate for funds for the Agnes Morley window replacement project. The Chairman stated discussion will continue in Executive Session.

The Chairman conveyed his many thanks to the Executive Director for his hard work in negotiating with Viking Construction. The Executive Director saved Greenwich Communities a large sum of money for the Armstrong Court Phase 2 rehabilitation.

The Chairman asked for an update on the Greenwich Close heating system. The Executive Director explained the steam boiler system and how repairs currently need to be made. The process is done by removing heavy sections of the steam boiler, repairing the sections, and then restoring the sections to the boiler. Greenwich Communities has requested funds from our HUD held reserves to replace the current heating system with a more efficient and reliable system.

There was discussion of implementing a new policy for e-bikes, scooters, and vehicles for all properties. The major concern is regarding the batteries being charged in the units and close to the properties. The Executive Director is working with the Greenwich Close Asset Manager and the Deputy Director on a new policy and sending notices to residents.

Staff Reports:

The Deputy Director reported training of the housing management staff is going well. He is pleased that questions are asked before moving forward.

Administrative Committee:

The Administrative Committee did not meet this month.

Other Residences Committee:

The Other Residences Committee did not meet this month.

Executive Directors Report:

The Executive Director gave his report with the Development Committee Report.

Other/New Business:

The Chairman expressed his sadness of the passing of Marge Sandor, a Quarry Knoll resident. Ms. Sandor had a difficult year after losing two daughters. The Chairman said she was a good person and will be missed.

Commissioner Boutelle stated it would be beneficial to resume in-person board meetings at the properties for the residents to participate.

Motion to resume both in-person and virtual board meetings beginning September 27, 2023.

There being no other questions or discussions, the Chairman asked for the motion to be approved.

Upon a motion duly made and seconded, motion was approved with all votes in favor (Cathy Landy and Irene Dietrich were absent).

There was discussion about re-opening the office and community rooms for May or June. The Executive Director reported that HUD, CHFA, DOH, and the State of Connecticut offices are still not open.

Motion to open the office and all community rooms for June 1, 2023.

There being no other questions or discussions, the Chairman asked for the motion to be approved.

Upon a motion duly made and seconded, motion was approved with all votes in favor (Cathy Landy and Irene Dietrich were absent).

The Chairman stated that he would like to have the dedication of the community room for Winston Robinson in the warmer months. He would like to invite the family, residents, dignitaries, and politicians. A bronze plaque will be ordered and placed inside the double doors. The family will be contacted to ask for possible dates to have the dedication.

Motion to go into Executive Session at 6:28 p.m.

Motion to come out of Executive Session at 7:04 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:05 p.m.

Respectfully submitted by,

Maria L. Morris