**GREENWICH COMMUNITIES**

**Regular Meeting of the Board of Commissioners**

**September 27, 2023**

*Minutes of the Meeting*

The Regular Meeting of the Board of Commissioners of Greenwich Communities was held on Wednesday, September 27, 2023. The Chairman, Sam Romeo, called the meeting to order in public session at 6:00 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: Sam Romeo, James Boutelle, Angelo Pucci, Robert Simms, Jr., Cathy Landy, and Vincent DeFina

Commissioners Absent: Irene Dietrich

Staff: Anthony Johnson, Terry Mardula, Derrick Bryant, Penny Lore, Maria Morris, Sardis Solano, Jamie Longo, Laura Murphy, Lindsey Romeo, and Dan Persaud

Legal: Louis Pittocco

Public: No Residents Attended, Fred Camillo-First Selectman

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 June 21, 2023.

Commissioner Simms stated that on the first page the extra “the Executive” needs to be deleted. On the second page “the” needs to be deleted in front of “Tony D’Andrea”.

Commissioner Simms said that the sentence stating “there was discussion of receiving $50,000 … should elaborate that it was an error by the CDBG committee.

Discussion continued of the CDBG amount that was given for the Agnes Morley Heights window project. Commissioner Boutelle stated that the First Selectman has final approval, but the RTM can also change and reduce the amount designated to a project.

The Chairman explained that the $50,000 was taken from other organizations, because these are HUD funds, and the Housing Authority should always receive some of the funds.

The First Selectman joined the meeting and Commissioner Boutelle expressed his thanks for the funds to the Agnes Morley Heights window project.

On a motion duly made and seconded, the minutes, with amendments, were approved (Irene Dietrich was absent).

Finance Committee:

The Finance Committee met on September 27, 2023. In attendance were Commissioner Boutelle, Commissioner Dietrich, the Chairman, the Executive Director, the Deputy Director, and the Finance Director.

Commissioner Boutelle reported that Cohn Reznick presented the 2022 audit. The audit was on time and a clean audit with no findings. The management letter will be completed by the due date of September 30, 2023. Commissioner Boutelle will request the full board’s approval of the audit.

Commissioner Boutelle stated the financials only reflect the year to date through July, due to the Accounting Manager being out of the office. The focus has been to complete the audit. The utilities are still high, but the Finance Director explained with the new utility program there will be lower costs.

The Director of Housing Management stated that he is working with a company to lock in winter prices to avoid a possible jump in the middle of the winter season. Rates have been locked in for December and January, which will be a $15,000 savings and close to $200,000 for the season.

The Executive Director said it will be 8 cents for 38 kilowatts. The energy incentives for the new buildings cost $200,000 to implement and the return is only $85,000, which does not pay for itself.

Commissioner Boutelle made a motion for the board to approve the 2022 audit.

Motion to accept the 2022 Greenwich Communities Audit. Upon motion duly made and seconded, the audit was accepted.

The Chairman announced that today was Maria Morris’ 25th Anniversary working with the Housing Authority and wanted it reflected in the minutes.

The board and staff applauded Ms. Morris. Ms. Morris expressed her thanks to all for the recognition of her 25 years of service.

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 and the Executive Director will be meeting with the Board of Selectman to discuss the building of 48 2-bedroom, 2-bathroom units on the Strickland Road commuter parking lot.

Discussion explored the steps that need to be taken to present to all, especially the neighbors. It may take more than one meeting to explain the benefits of workforce housing for fire, police, and teachers who want to live and work in Greenwich. The other benefit is that these affordable housing units will count towards the Town of Greenwich 10% that is required by 8-30g. Greenwich Communities will request an MI, air rights, a lease, and approval from the RTM.

The Chairman reported that he and the Executive Director took a tour of prefab modulars by Signature Homes in Yonkers, NY for Vinci Gardens. The Executive Director explained that the modular boxes go up in 1-2 weeks. A bid will be sent out to hire a General Contractor.

Armstrong Court Phase 3 units are near completion, but Eversource does not have a part that is needed to supply electricity to the building. The General Contractor and the Electrical Contractor have been searching for this part with no success. Greenwich Communities and the First Selectman have sent letters explaining this is a hardship for potential residents to move in. Unfortunately, the part is still not here but Greenwich Communities is now on a priority waiting list with no information on what number on the list.

The Executive Director reported work continues for the application of the Quarry Knoll II Demo/Dispo. Application will be submitted to HUD by December 2023.

Commissioner Boutelle asked the Executive Director about number 18 in his report. The Executive Director stated that there is back and forth with Verizon over the contract to provide new fiber optic lines for the office and the residents.

Interns visited with Gloria DePina from Congressman Himes office. The Executive Director explained the public housing program and gave the interns a tour of all the properties.

The Parsonage Cottage Director stated the new van will be arriving in Norwark and will be picked up soon.

The Director of Housing Management reported he is working with the new Property Manager on the Armstrong Court Phase 3 applications. The Property Manager stated he has received 45 applications and 30 applications have been qualified. Eleven have been sent to A.J. Johnson for verification.

Greenwich Close boilers are being installed before the winter season. A new program is now in place for the housing managers to send 3rd party verifications and receive information faster than previously able. A new community room was completed at Greenwich Close for resident use. The website is being updated with virtual tour which should help with lease ups.

There was discussion of rent statements being sent out late. The Finance Director stated that HUD must send the funds before Section 8 rent statements can be printed and mailed. The Deputy Director explained that some rent statements can be printed earlier, however, some statements have to wait until the funds from HUD arrive in our account.

Staff Reports:

The Deputy Director asked if there were any questions to his report. There being none the meeting moved 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’s report was given with the development report.

Other/New Business:

Motion to go into Executive Session at 7:23 p.m.

Motion to come out of Executive Session at 7:52 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:53 p.m.

Respectfully submitted by,

Maria L. Morris