

MINUTES  
Housing Authority of the Town of Darien  
March 22, 2011

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, March 22, 2011 in Room B1 of the Darien Town Hall.

Present were: Commissioners Jennifer Schwartz, Cynthia Ashburne, Joe Warren, Kass Bruno, (Absent – Jan Raymond); Executive Director, Kathryn Molgano.

Minutes from the Special Meeting of March 1, 2011 were approved without objection.

Paid Bills Reports for MR36 and E187 for March 2011 were approved on a motion by Joe Warren.

Rent Increase Proposals: Kathryn Molgano presented proposals for rent increases for MR36 and E187 for the 2011/2012 Budgets. The following rent increase proposals were discussed:

MR36 – Allen-O’Neill Homes: Base Rent increase up to \$35 for houses and apartments

E-187 – Old Town Hall Houses: Base Rent increase up to \$35 for efficiency and one-bedroom Apartments

On a motion by Joe Warren, the Commissioners approved the proposal to increase Base Rents at Allen-O’Neill Homes and Apartments up to \$35. (Resident Commissioner, Kass Bruno abstained)

On a motion by Joe Warren, the Commissioners approved the proposal to increase Base Rents at Old Town Hall Houses up to \$35. (Resident Commissioner, Kass Bruno abstained)

Notice of the proposed rent increases will be mailed to residents and CHFA. A public meeting will be held at Old Town Hall Houses, 719 Post Road, Darien, CT on Tuesday, April 26, 2011 at 6:30 p.m. to discuss the proposed rent increases. Residents currently residing at Allen-O’Neill Homes and Old Town Hall Houses may present their comments to the DHA Commissioners at this meeting or submit their comments in writing to the Housing Authority by April 25, 2011.

Executive Director’s Report: Kathryn Molgano reported the following:

Old Town Hall Houses:

A new tenant has been approved for the vacant unit at Old Town Hall Houses and will take occupancy on April 1<sup>st</sup>.

The Darien Postmaster installed a relay mailbox at 719 Post Road. Joe Warren will follow up on DHA’s request for the Postmaster to relocate the box to another location. Kathryn Molgano reported that there is a relay mailbox already in place on Academy Street.

DHA has received a letter from a neighboring property owner regarding a dispute over ownership of the dead ash tree near the northeast corner of the property. Joe Warren will follow up with the neighbor.

DHA contracted the Replacement Reserve Report to conduct a Capital Needs Assessment of the E187 facility. The appraiser visited the site on March 15<sup>th</sup> and 16<sup>th</sup> and their report is forthcoming. DHA will be considering RRR’s recommendations regarding the condition of the parking lot and sidewalks. Joe Warren added that DHA needs to make sure that drainage conditions are also assessed.

Allen-O’Neill Homes:

The Darien Fire Marshall conducted an inspection of 20 Allen-O’Neill Apartment Building on March 17, 2011. All actions required by the DHA were addressed on March 18, 2011 and our written response was sent to the Fire Marshall on March 22<sup>nd</sup>.

Allen-O’Neill Association: No report

Senior Resident Association: No report

Redevelopment Update: Jennifer Schwartz reported that DHA's LIHTC application for the AON Redevelopment is due to CHFA on April 4, 2011. Once the application has been filed, DHA will prepare to resume dialog with the AON residents about a relocation plan if successful if approved for an allocation of tax credits. Jennifer Schwartz also reported that the project will be able to utilize natural gas.

Clock Hill Homes Waiting List: The current Active Waiting List for Clock Hill Homes is extensive with 49 applicants. The Commissioners voted to close the Waiting List for Clock Hill Homes, effective immediately (motion by Joe Warren, Cynthia Ashburne abstained).

DHA will be drafting a policy on management of the Waiting List with respect to how long an applicant can remain on the list if that applicant has passed up the opportunity to purchase a unit, as well as the criteria for reopening the waiting list and the creation of an active and inactive applicant list. DHA will be taking direction from Imagineers as to standard industry practices with regard to all of these matters.

The meeting was adjourned to Executive Session to discuss a resident matter at 9:06 p.m. on a motion by Joe Warren.

Respectfully submitted,

Kathryn Y. Molgano  
Executive Director

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