



Housing Authority of the City of Bristol
164 Jerome Avenue – Bristol, CT 06010

Chief Executive Officer
Mitzy Rowe

Board of Commissioners
Rickey Bouffard, Chair
Brian S. Suchinski, Vice-Chair
David R. Godin
Andrew D. Thyme
Greg Klimek

Phone: (860) 582-6313
Fax: (860) 585-6033
TDD: (860) 584-1565
Website: www.bristolhousing.org

**Minutes of the Special Meeting of the
Housing Authority of the City of Bristol**

May 22, 2018
Komanetsky Estates – 81 Grove Avenue

Chair Bouffard called the meeting to order at 6:33 p.m.

1. Roll Call

Present:

Rickey Bouffard, Chair
Brian S. Suchinski, Vice-Chair
David Godin, Tenant Commissioner
Greg Klimek, Commissioner

Absent:

Andrew D. Thyme, Commissioner

Also present: Mitzy Rowe, Chief Executive Officer; Melissa Green, Deputy Director/Director of HCV Program; Sal Vitrano, General Counsel; Carl Johnson, Director of Capital Funds; Joseph Daniel, Director of Finance; Sharon Oquendo, Director of Public Housing; Amanda Issel, Property Manager; Amy D'zurka, Property Manager; Beatrice Nieves, Property Manager; Laura LaMar, Property Manager; Yvonne Tirado, Special Projects and Procurement Manager; Michael Kavanaugh, Executive Assistant to the CEO

2. Public Participation

Clayton Morgan, Jr. of 81 Grove Avenue shared that he feels there is not enough senior housing in Bristol. Don Therriault of 81 Grove Avenue signed up but passed on speaking. Eric Marshall of 81 Grove Avenue spoke about parking right-of-way and no parking rules at Komanetsky needing to be enforced, particularly where Komanetsky parking meets the senior center parking. Pauline Gustafson of 81 Grove Avenue inquired when wi-fi would be available at Komanetsky.

3. Review and Approval of the Minutes

Commissioner Klimek moved to approve the minutes of the Regular Meeting of April 17, 2018, and the motion was seconded by Vice-Chair Suchinski.

There being no further discussion



UNANIMOUS VOTE, MOTION CARRIED

4. Staff Reports for March 2018

- a. Chief Executive Officer Report
- b. Director of Capital Fund Report
- c. Deputy Director/Director of Housing Choice Voucher Program Report
- d. AMP 1 – Senior Property Manager Report
- e. AMP 2 – Director of Public Housing Program Report
- f. AMP 3 – Property Manager Report
- g. Congregate – Property Manager Report
- h. Zbikowski Park M8 – Property Manager Report
- i. Zbikowski Park LIHTC – Property Manager Report
- j. Director of Finance Report

Commissioner Godin moved to accept the staff reports, and the motion was seconded by Commissioner Klimek.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

5. Board Committee Reports

There were no committee reports.

6. Review and Take Action on List of Invoices

Commissioner Godin moved to accept the List of Invoices, and the motion was seconded by Commissioner Klimek.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

7. Review and Take Action on Financial Reports

Commissioner Godin moved to accept the Financial Reports for April 2018 as read until audited, and the motion was seconded by Commissioner Klimek.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

8. Review and Take Action on Proposal from PHA-Web

Commissioner Klimek moved to approve the PHA-Web proposal, and the motion was seconded by Commissioner Godin.

Commissioner Klimek amended the motion to authorize the CEO to negotiate a contract with the PHA-Web vendor.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

9. Executive Session to Discuss Contract Negotiations – Cambridge Park

At 6:53 p.m. Vice-Chair Suchinski moved that the Board enter executive session inviting the CEO and the General Counsel to discuss contract negotiations regarding Cambridge Park, and the motion was seconded by Commissioner Klimek.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

Chair Bouffard declared the meeting in open session at 7:10 p.m.

10. Any Action Resulting from Executive Session

No action was taken as a result of the executive session.

11. Old/New Business

The General Counsel pointed out that no topics could be discussed under this agenda item as this was a special meeting; therefore, no old or new business was discussed.

12. Adjournment

Commissioner Klimek made a motion to adjourn the meeting at 7:11 p.m., and the motion was seconded by Commissioner Godin.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

Approved and Certified for Filing:



Mitzy Rowe
Chief Executive Officer
Bristol Housing Authority

Date: June 19, 2018