

FAIRFIELD HOUSING AUTHORITY  
15 PINE TREE LANE  
FAIRFIELD, CT 06825

COMMISSIONER'S MEETING MAY 4, 2009

Attendance:

Carol Landsman, Vice Chair      Barbara Krug  
Dorothy Anderson, Treasurer      Rita Waterman      DRAFT

Executive Director, Marilyn McNee  
Absent: Beatrice Steeneck  
Guest: Philip Cerrone, III Architect

A special meeting of the Fairfield Housing Authority was called to order May 4, 2009 at 6:45 p.m.

Ms. McNee, Executive Director, introduced Architect Philip H. Cerrone who had been selected to draw up plans and specifications for the project at Trefoil Court .

A copy of the **Project Manual and Specifications For Windows, Siding & Doors at Trefoil Court – Units #1-30 and the Community Building** was given to each of the attending Commissioners and the Executive Director for review. (See Attached)

In the overview presented, Mr. Cerrone showed siding samples (color,size) that could be used. He noted that different size windows would be need fir different units. He also explained how the windows, door and siding would be installed.

Several questions were asked at this time:

- 1.Would the Dept. of Economic development be involved?
- 2.Would there be daily cleanup? (resident safety)
- 3.Would the Prevailing Wage Scale be used?
4. How will the delivery or supplies be made and where would they be stored?
5. How many units will be done at a time?
6. How long will the project take?
7. How much inconvenience for the residents?
8. What is the approximate cost of the project?

Ms McNee noted that she would purchase new house numbers, hose reels and Rubbermaid trash containers, which will be installed by the contractor.

The Contract would be awarded to the lowest bidder.

Mrs. Carol Landsman, Vice-chair, made a motion that Mr. Cerrone be given permission to go out to bid with all costs - per building – as discussed at this meeting dated May 4, 2009. Mrs. Krug seconded the motion. All members in agreement.

Bids are also needed for work on each meter room.

Revisions will be provided to the Authority by Mr. Cerrone with all requested changes highlighted.

**A motion to adjourn** was made by Mrs. Landsman at 7:30 p.m. This was seconded by Mrs. Anderson. All in favor.

**An Executive Session** was called to order at 7:30 p.m.

The subject of reimbursement to the Town of Fairfield for medical insurance was revisited.

A motion to adjourn was made by \_\_\_\_\_ and seconded by \_\_\_\_\_

**All in favor to adjourn.**

**The call to order for the commissioner's meeting** was made at 7:45 p.m. Mrs. Landsman received a letter from Human Resources with the exact amount due for past medical insurance... \$17,491.20 minus a contribution of \$2444.00 equals \$15,047.20 ( Letter attached.) Mrs. Landsman will contact Human Services to see if they will accept three equal payments of \$5,015.73 beginning May 2009. A motion to adjourn was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.  
All votes affirmative.

Respectfully submitted by Dorothy Anderson, Secretary Pro-tem

