

Draft

Town of Fairfield Housing Authority

The Housing Authority of Fairfield held a special meeting on March 7, 2012 at 6:00 p.m. in the Community Room at 15 Pine Tree Lane.

PRESENT: Carol Landsman, Chair
Rita Waterman, Vice-chair
Dorothy Anderson, Commissioner

ALSO PRESENT: Michael Gurge, Deputy Director; Helen D'Avanzo, Operation Hope

CALL TO ORDER: Ms. Landsman called the special meeting to order at 6:00 p.m.

REPORT OF THE DEPUTY DIRECTOR

Mr. Gurge reviewed the HCV action plan that had been distributed. He said there would be some changes due to the awarding of additional funding. Some dates will also change in the final report. There will also be a request for a waiver to reduce the payment standard from the FHA. Item # 7 will take effect immediately in the areas of 'portability' and 'unforeseen circumstances.' Ms. Landsman confirmed that the additional funding would be available through the end of the calendar year.

Regarding the Trefoil Action Plan, Mr. Gurge said a change to item #5 would eliminate PHAS. Multifamily occupancy training would be available. A JEFSCO representative has sent him useful information. This plan must be in force by July 1, 2012.

Mr. Gurge said he was considering which software systems to use and when to convert the information from Pine Tree and Trefoil. A major consideration is the ease of transmitting data to HUD. He has sent a preliminary report to HUD and there have been no further comments from them. HUD has recommended the elimination of the position of consultant.

A motion was made and approved to accept the Action Plans for Pine Tree, Trefoil and the HCV program as submitted.

REPORT OF THE CHAIR

Ms. Landsman reported that she had received notification of the appointment of a new board member, Andrew Baumgardner. She will arrange to meet with him soon to acquaint him with the work of the board and that she will be prepared to introduce him to the staff and other board members as soon as possible.

Ms. Landsman said she had received the resignation of Ms. Zalenski. She suggested that Ms. Ford be asked for suggestions of residents who would be willing to serve on the board.

Ms. Landsman addressed the payment for the additional work required by the installation of new boilers. Mr. Gurge said he had conferred with Mr. Christiano to assure the funds were coming from the appropriate accounts and that the bill would be paid soon.

Ms. Landsman said she had received a copy of a notice from Mr. Barnhart's office regarding policies and procedures related to equal access in housing. She said these should be made part of the policies and procedures of the FHA.

Ms. Landsman asked Mr. Gurge if he planned to attend a financial management program in Hartford, scheduled from March 19-23. He would if it is possible, considering the workload.

Ms. Landsman addressed the matter of overstaffing in the maintenance area as pointed out by HUD. A motion was made and approved to reduce the two existing positions to .75 each (from 37 ½ hours a week to 28 ¼ hours per week) with the proviso that in April the board will discuss adding benefits to the positions.

Ms. Landsman said that Ms. Ford's position was extended to full time temporarily. Mr. Gurge said that she was very knowledgeable and helpful.

Regarding the performance of the Deputy Director, Ms. Landsman complimented Mr. Gurge on his strengths, initiatives and passion regarding his work. He has been very capable in directing the HCV program. However, the board feels that he does not have the scope of management skills to assume the position of Executive Director. Ms. Landsman has contacted Carol Martin, Executive Director of the Westport Housing Authority and asked her to step in to help evaluate the status and procedures of the FHA. She suggested that in this time of transition, the Board and staff would look forward to positive changes and improvements. The board was unified in admonishing Mr. Gurge to discuss his concerns about the internal business of the FHA with its appointed officers: Ms. Landsman, Ms. Waterman and Ms. Anderson.

The public portion of the meeting adjourned at 6:45 p.m.

The next regular meeting will be held on March 13, 2012.

Respectfully submitted,

Gretchen Goethner