

REGULAR MEETING OF THE HOUSING AUTHORITY
OF THE CITY OF MIDDLETOWN

March 13, 2023

The Regular Meeting of the Housing Authority of the City of Middletown was held in the conference room at 40 Broad St., and via Zoom on Monday, March 13, 2023.

Chairman Noglow called the meeting to order at 5:07 p.m. and called the roll.

PRESENT: Evan Noglow, Chairman; Phil Cacciola; Larry Riley, Commissioner Al Santostefano, Commissioner

ALSO PRESENT: William Vasiliou, Secretary; John Rumberger, Asst. Executive Director; Jason Lewellyn, Esq.; Marie Webster, Finance and Compliance Manager; Linda Guarino, Section 8 Manager.

ABSENT: Senova Stone, Commissioner

PUBLIC SESSION: None

FOLLOW-UP REPORT: None

APPROVAL OF MINUTES: On motion by Commissioner Cacciola, seconded by Commissioner Santostefano, it was unanimously voted to approve the minutes of the January 9, 2023 meeting. On motion by Commissioner Cacciola, seconded by Commissioner Riley, it was unanimously voted to approve the minutes of the February 23, 2023 meeting.

APPROVAL OF BILLS: On motion by Commissioner Cacciola, seconded by Commissioner Riley, it was unanimously voted to approve the bills as submitted.

ACCOUNTS RECEIVABLE: Secretary Vasiliou reported on the February 2023 A/R which shows a decrease of \$1,097.16 for CONN 9-2, an increase of \$9,660.24 for Conn 9-3, a decrease of \$2,599.85 for Conn 9-4, a decrease of \$698.19 for CONN-5, an increase of \$9,551.78 for State Family, and an increase of 1,618.81 for E-101.

LEGAL ACTION: Atty. Lewellyn reported on the Legal Report of 2/28/23. In February, 2 new Summary Process actions were filed with the court, and 3 stipulated agreements were entered. A judgement was entered for wage execution for a vacated tenant at \$150.00 per month.

FINANCIAL: Ms. Webster reported that she has been training with Ms. Juraska and is currently working on closing out year-end.

SECTION 8: Ms. Guarino reported that there are 814 units actively on the program, and the average HAP payment is approximately \$ 860.00.

PERSONNEL: None

MAINTENANCE: 146 work orders were completed in February.

MODERNIZATION: Monarca Place HVAC/Generator: Switchgear equipment arrival spring '23. General delivery TBD. Marino Manor Expansion: Electrical rough-in 90% complete. Awaiting framing inspection by building department. Insulation TBD.

Modernization Con't:

Sbona Tower Façade/Masonry RFQ: Scaffolding set up for balconies. Architect inspections to occur week of March 13-17. Maplewood Terrace Paving: Bids sent to City of Middletown CBDG Office for review and award.

Main Street Mixed Use Project: A/E RFQ & Grant Consulting services still under review. Awaiting Phase 2 draft report from Cummins Envirotech Inc.

SPECIAL REPORTS: None

OLD BUSINESS: None

NEW BUSINESS: Mr. Vasiliou reported on the proposed write-offs for the Federal and State programs and submitted the list for the Federal complexes.

On motion by Commissioner Cacciola, seconded by Commissioner Riley, it was unanimously voted to approve the Federal write offs as submitted.

Mr. Vasiliou read the list of proposed write offs for State Moderate Rental (Resolution 2023-5)

RESOLUTION 2023-5

WHEREAS, the Housing Authority of the City of Middletown has unsuccessfully tried to collect the following Moderate Rental (MR11, MR-11A & MR 47) vacated accounts and;

WHEREAS, the Housing Authority has deemed these accounts to be uncollectible;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Housing Authority of the City of Middletown that the following vacated accounts totaling \$14,383.09 be written off:

Name	Address	Amount	Address
Marquiz Ortiz	5 Cubeta Rd.	\$880.97	Out of State
Angela Welfare	6 Cubeta Rd.	\$4089.13	Evict/No Fwd
Quenisha Wright	7 Daddario Rd.	\$286.69	Demand letter sent
Savannah Mayhew	453 Long Lane	\$1188.88	Demand letter sent
Ashley James	497 Long Lane	\$812.55	Demand letter sent
Megan Hunter	80 Rogers Rd.	\$2998.11	No Forward
Trenia Mitchell	27 Santangelo Circle	\$2691.81	Evict/No Forward
Keena Dixon	72 Santangelo Circle	\$10702.83	Evict/No Forward
Tiana Stuckey	104 Santangelo Circle	\$1744.80	Evict/No Forward

Grand Total **\$25,395.77**

On motion by Commissioner Cacciola, seconded by Commissioner Riley, it was unanimously voted to adopt Resolution 2023-5.

Mr. Vasiliou read the list of proposed write offs for State Elderly E101 (Resolution 2023-6)

RESOLUTION 2023-6

WHEREAS, the Housing Authority of the City of Middletown has unsuccessfully tried to collect the following State Elderly (E101) vacated accounts and;

WHEREAS, the Housing Authority has deemed these accounts to be uncollectible.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Housing Authority of the City of Middletown that the following vacated accounts totaling \$4,648.25 be written off:

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Address</u>
Patricia Downing	1361 Randolph Rd. # 1	\$3045.00	Convelescent
John Gibbons	1361 Randolph Rd. #7	\$560.25	Deceased
Florence Warmsley	1361 Randolph Rd. #22	\$1043.00	Left without notice
Grand Total		\$4,648.25	

On motion by Commissioner Riley, seconded by Commissioner Cacciola, it was unanimously voted to adopt Resolution 2023-6.

OTHER BUSINESS: None

There being no further business to come before the Commission, on motion by Commissioner Riley, seconded by Commissioner Cacciola; it was unanimously voted to adjourn the meeting at 5:42 pm.

William Vasiliou
Secretary