

Derby Housing Authority Special Meeting October 30, 2024

MINUTES

Time: 6:33 pm - 7:15 pm

Call to Order:

Chairperson Linda Fusco called the meeting to order at 6:33 pm, followed by the Pledge of Allegiance.

Roll Call:

Present: Linda Fusco, Robert Lisi, Loretta Sexton

Also Present: Maria Stoute - Imagineers, Inc. and Khallid Graham

Absent (Excused): Dani Soto

Approval of Minutes: Minutes from the previous meeting were not available for approval.

Public Portion:

Mrs. Palmer raised concerns about her neighbors, citing ongoing cigarette smoke, storage of cans in the backyard, and general rule violations. She suggested that the no-smoking sign be placed on the building rather than on a chair. Chairperson Fusco noted that the chair does not belong to DHA and suggested maintenance could secure the sign safely. Khallid confirmed that maintenance could properly secure the sign and stated that the issues with neighbors violating rules are being addressed. Mrs. Palmer also asked about soil results; Fusco responded that the item is on the agenda and professionals who prepared the report will present it at the next meeting.

Motion:

Linda Fusco moved to close the public portion. Robert Lisi seconded. Motion passed.

Old Business:

Imagineers Monthly Update:

Linda Fusco reported on discussions with Maria Stoute regarding HUD funding deficits. The deficit is nationwide and not caused by the Derby Housing Authority. Actions to reduce the deficit include managing voucher issuance, fraud recovery (repayment agreements for misreported income), and applying for HUD set-aside funds. Derby's projected award for December is \$39,843. Payment standards will increase between \$77-\$274, effective January. FSS program records have been forwarded to John Demelia; Derby participants would not have to move.

Discussion and Possible Action on Structural Repairs at Guardiano:

A long-standing issue with structural repairs was reviewed. The Derby Building Inspector recommended ARP Welding LLC. ARP Welding LLC agreed to honor the bid, with a 4-6 week timeline and 50% down payment. Commissioners agreed to proceed.



ESTIMATE

Man of Steel Welding Services, LLC
5 Falls View Road
Seymour, Connecticut 06483
United States

2032315898

Bill to

Town of Derby
Zuri Harris

2035061564
zharris@derbyhousing.com

Estimate Number: 001
Estimate Date: April 2, 2024
Valid Until: May 2, 2024
Grand Total (USD): \$42,000.00

Items	Quantity	Price	Amount
Lakeview Apartments Replace all four corners on the balcony with new beams, weld corner brackets with 1" bolts.	1	\$42,000.00	\$42,000.00
Total:			\$42,000.00
Grand Total (USD):			\$42,000.00

Notes / Terms

Price includes fabrication, installation, and removal of old beams.

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2 Klarides Village Dr, Unit 269
 Seymour, CT 06483 US
 http://www.AboveThemAll.net



Estimate

ADDRESS

Zurri Harris
 Derby Housing Authority
 30 Elizabeth St
 2nd Floor
 Derby, CT 06418

SHIP TO

Zurri Harris
 Derby Housing Authority
 30 Elizabeth St
 2nd Floor
 Derby, CT 06418

ESTIMATE # 1273

DATE 04/26/2024

EXPIRATION DATE 05/17/2024

JOB NAME

Lakeview Balcony Repairs

ACTIVITY	RATE	AMOUNT
Labor Basic labor to install temporary support columns to allow for I-beams removal/replacement installation per drawing specs		
Labor Basic labor to remove corrosion from steel beams. Prep, Approx 262 linear feet remove scale & corrosion. Paint beams connections with Z.R.C cold galvanizing compound includes planning, equipment and material acquisition, area preparation and protection, setup and cleanup.		
Labor Basic labor to install new beams and connections per drawing specs. Approx 7 Linear feet of W8x24 I-Beams. Prep beams connections with ZRC cold galvanizing compound. New A325N Bolts included		
Labor Basic Labor to repair deteriorated concrete topping using 10 pound chipping hammer to remove loose concrete. Install (3) 1/4" DIA x 2" pins into existing concrete with epoxy. Coat exposed rebar nosing Bar w/anti-corrosin coating.		0.00
Labor Basic Labor to repair mortar to form slab edge profile. Prep area and install specified repair mortar.		
Labor Basic Labor to repair brick columns- location per drawing specs.		
Other	36,000.00	36,000.00

This estimate is not a contract or a bill. It is our best guess at the total price for the service and/or goods described above. The customer will be billed after indicating acceptance of this quote.

SUBTOTAL	36,000.00
TAX	0.00
TOTAL	\$36,000.00

A 50% deposit payment will be due prior to the delivery or scheduling of services and/or goods.

Please email or mail the signed estimate to the above listed address. Upon receipt, we will contact you for scheduling.

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ARP Welding LLC

6 Fox Hollow Road

Oxford, CT 06478

203-522-7352 / adam@arpwelding.com

Name: Housing Authority City of Derby	Date: 4/24/2024
Address: 30 Elizabeth ST Second Floor PO Box 843 Derby, CT 06418	Job Name: Lakeview Apartments Structural Steel
Phone: 203-735-6652	E-mail: zharris@derbyhousing.com

PROPOSAL 24-2097

Scope of work-

Per S-1 and S-2 Dated 3-15-2023

- QTY 4 Locations- Repair of deteriorated concrete topping See S-2
- QTY 1 Location– Note 1, Clean Loose Scale or corroded steel with wire brush. Paint existing steel W8 Beam and end connections with ZRC cold galvanizing compound.
- QTY 2 Location- Note 2, shore existing precast concrete hollow core slabs to allow removal of existing W8
- QTY 2 locations- Detail, fabricate and install new W8X24 beams

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All detailing, fabrication, and erection shall be executed per AISC Code of Standard Practice for Steel Buildings 303-22.

ARP Welding proposes to furnish the aforementioned labor and/or material in accordance with the above conditions for the sum of **\$43,400.00**

Taxes not included

Motion:

Bob Lisi moved to accept the bid from ARP Welding LLC to begin work at Lakeview Apartments. Loretta Sexton seconded. Motion Approved.

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Welcome Autumn:

Autumn is the new Resident Coordinator, working Monday, Tuesday, and Friday. She is revamping the newsletter and has been described as a fantastic addition.

New Business:

Holiday Dinners: Mike Kelleher, Hotchkiss Hose Company 1, confirmed Thanksgiving and Christmas dinners for residents. Thanksgiving will be served the day before; Christmas details are TBD.

Results of the Soil Sample at Cicia Manor:

Linda Fusco contacted Tighe & Bond for soil test results. The item was tabled for next month to allow Bryan to review and present recommendations.

Motion:

Linda Fusco moved to table discussion on the soil report until next month and to invite Bryan to present. Bob Lisi seconded. Motion carried.

Derby Housing Authority – Cicia Manor – Radon Mitigation

TO: Zuri Harris – Derby Housing Authority
FROM: Philip C. Hutter – Tighe & Bond
COPY: Nicholas Granata, Brian Sirowich, and Jessica Roberts – Tighe & Bond
DATE: May 6, 2024

Project Background

Tighe & Bond, Inc. was retained by Derby Housing Authority (the Client) to complete a Supplemental Hazardous Building Materials Assessment (HBMA) for Cicia Manor, located at 101 West Fourth Street, Derby, Connecticut (the Site).

Tighe & Bond provided the Supplemental HBMA in December 2023. The Supplemental HBMA was completed in order to update Tighe & Bond's sampling data from 2018 and to satisfy the revised Connecticut Housing Finance Authority (CHFA) guidelines (January 2023). Refer to Tighe & Bond's Supplemental HBMA Report, dated April 2024 for further information regarding our on-site testing.

During the Supplemental HBMA, passive radon sampling was conducted via short-term charcoal canisters within each building and 25% of the total units in conformance with CHFA requirements. Samples were shipped to Radon Testing Corporation of America (RTCA) of Elmsford, New York, a National Radon Safety Board (NSRB) certified laboratory. RTCA analyzed the samples per Environmental Protection Agency (EPA) analytical Method 402-R-91-004. A copy of the laboratory report is attached for reference.

Several apartment units indicated indoor airborne radon gas concentrations above thresholds (4.0 picocuries per liter (pCi/L)) recommended by the EPA, U.S. Department of Housing and Urban Development (HUD), and Connecticut Department of Public Health (CTDPH).

Airborne radon gas levels ranged from 0.5 pCi/L to 48.3 pCi/L at the Site. Based on these exceedances, radon mitigation is recommended to be implemented by the EPA and CTDPH. A radon mitigation plan is required to be included in the Environmental Review Record (ERR) by HUD per the "Departmental Policy for Addressing Radon in the Environmental Review Process" Notice: CPD-23-103 dated January 11, 2024.

Radon Mitigation Plan

The following steps should be taken to reduce the radon levels at the Site and ultimately reduce the risk to human health of the building occupants.

1. Remove Asbestos-Containing Materials prior to Mitigation System Installation.
2. Contracting of Radon Mitigation Contractor for System Design/Installation.
3. Perform ongoing Operation, Maintenance, and Monitoring (OM&M) planning.

These steps are described in detail below.

Notice of Asbestos-Containing Materials

Asbestos-containing floor tile and mastic exist at the Site. The Owner must hire a CTDPH licensed asbestos abatement contractor to properly remove floor tile and mastic in areas that

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will be impacted by the installation of radon mitigation systems. The radon mitigation designer/contractor must mark the areas scheduled to be impacted by the system installation.

Approximately 10 square feet of floor tile and mastic may need to be removed to allow room for the radon mitigation system installation. The locations and amount of tile and mastic to be removed in each area must be coordinated with the radon mitigation contractor.

Radon Mitigation Contractor and System Design/Installation

The Owner must hire a contractor who is on the approved list of Qualified Radon Mitigation Professionals on file at CTDPH and holds a valid certification in radon mitigation by either the American National Standards Institute (ANSI)/ American Association of Radon Scientists and Technologists (AARST)/ National Radon Proficiency Program (NRPP) or the National Radon Safety Board (NRSB).

Note: a list of certified radon mitigation professionals is found in this link: <https://portal.ct.gov/dph/environmental-health/radon/radon---for-professionals>

The Radon Mitigation System Contractor (the Contractor) must be responsible for providing the following services:

- Pre-mitigation diagnostic testing and analysis
- Radon mitigation system design and installation
- Post-mitigation testing and monitoring for radon

The Radon Mitigation Contractor is responsible for conducting this work in a manner that will be in conformance with all current federal, state, and local regulations and guidelines pertaining to radon mitigation.

Radon mitigation systems must reduce and maintain radon concentration levels below 4.0 pCi/L after activation of the mitigation systems. **At a minimum, one radon mitigation system must be installed in each building.**

Appropriate radon mitigation system warning signage must be provided for visual identification of system, with warnings not to disturb, cut, or otherwise disconnect the system. Signage must identify the Radon Mitigation System Contractor who provided installation of the system with contact information. Devices that reduce radon solely by increasing ventilation to occupied spaces must not be used.

Operation, Maintenance, and Monitoring

Review of the continuous radon mitigation operations, periodic inspections for maintaining proper mitigations systems, and retesting of units should be performed to ensure effectiveness of radon mitigation. It is recommended the radon mitigation contractor to follow the ANSI/AARST radon standards ("Protocol for Conducting Measurements of Radon and Radon Decay Products in Multi-family, School, Commercial and Mixed-Use Buildings"). These standards will include the following OM&M procedures:

- Quarterly inspections to verify operation of fans and other components.
- Clearance test events (radon sampling) every 5 years.
- After post-mitigation clearance testing and in between 5-year clearance test events, test all previous tested locations for mitigated areas at nominally 2-year intervals, to ensure continued effectiveness.
- Additional tests may be necessary if alterations are made to radon mitigation systems, HVAC systems, building additions, etc.

Need new recorder to do the minutes:

Pam Happy volunteered to take minutes going forward. Minutes will be reviewed and approved at a later meeting.

Subsidized Housing Coordinator's Report:

Financial Report:

The report was not attached due to recent rent increases; it will be revised.

Elderly Resident Complexes:

Of nine unoccupied units, five are ready. Updates include painting and cabinet work. Two showings are scheduled for the following day, There has been strong interest.

Adjournment:

Bob Lisi moved to adjourn the meeting at 7:15 pm. Loretta Sexton seconded. Motion carried.

Respectfully submitted,
Kaelyn DiMartino
Kaelyn DiMartino

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