

Trumbull Housing Authority

November 9, 2016

10 AM – Special Board Meeting

Community Room of Stern Village

Commissioners Present: Commissioners Susan Fatse, Paul Niebuhr, and Suzanne Donofrio

Also Present: Executive Director Harriet Polansky

Commissioners Absent: Chairman Janice Kopchik

The meeting was called to order at 10:10 am by Ms. Donofrio.

The Pledge of Allegiance was conducted followed by Roll Call.

Ms. Donofrio opened the meeting with a statement on Grievance Procedure Policy.

The current Trumbull Housing Authority Grievance Procedure must be updated to comply with the Regulations of Connecticut State Agencies. Ms. Polansky has been working closely with the THA legal counsel on this matter.

The entire procedure will be placed on the Bulletin Boards throughout the THA and made available to every resident. It will also be in the December Stern Village newsletter and located on our website.

Ms. Donofrio provided a summary of the Grievance Procedure.

-All disputes concerning the obligations of the Tenant or the THA shall be resolved in accordance with the THA's grievance procedure.

-The THA's grievance procedure is not intended as a forum for initiating or negotiating policy changes between a group or groups of Tenants and the THA.

Process:

There must be an informal hearing.

-An oral or written grievance must be provided to the THA's office so that the grievance may be discussed informally and settled without a hearing.

-Informal discussions will be scheduled prior to THA Regular Monthly Board Meetings and Tenant will be notified by email or mail of date and time.

-Tenant must be at the informal hearing.

-A written summary of such discussion shall be prepared within thirty (30) days and one copy shall be given to the Tenant and one retained in the THA's Tenant file.

Every effort will be made to minimize administrative costs associated with informal settlements. If disputes cannot be settled in an informal hearing there will be a Grievance Hearing.

There are areas that are not applicable to a Grievance Hearing and there are several steps and procedures that include but are not limited to: A Request for a Hearing, How it will be Conducted, Hearing Prerequisites and the like.

Motion was made by Ms. Donofrio to approve the updated Grievance Procedures.
Mr. Niebuhr seconded the motion and it was accepted unanimously.

Resident Comments

Sandra Fisher - Did not understand what Ms. Donofrio read. Ms. Donofrio stated she was reading a statement explaining the updated Grievance Procedure Policy. Ms. Polansky gave examples of the procedure so that tenants can understand.

Joan Conte – So it goes two ways?
Ms. Donofrio – Yes.

Sandra Fisher – So, in other words, if you are doing what you are supposed to be doing, no problems?
Ms. Donofrio - Yes.

Judith Restieri – Wanted to bring up Old Business. She wanted to repeat that the \$1,000,000 was in the THA account because the previous Executive Director, Harry Wise did nothing. It is not Harriet's fault like Littlefield was making it seem during the last THA board meeting.

Bob Lewis – Seconded Judith Restieri.

Joan Conte - \$1,000,000 sounds like a lot, but it would not fix this road. There has to be some way that we can raise the money.

Joe Fiore – Hey Joan, let's get Donald Trump.

Mr. Niebuhr – Sounds like a good thing for the new Stern Village Residents' Association to take up.

Augustus Aquino – We did not get the grant for the Revitalization, but we have to move forward. Harriet is doing a great job and making sure that things are going to get done.

There was general consensus to moving forward.

There being no further business, motion was made by Ms. Donofrio to adjourn meeting at 10:20 am.

Ms. Fatse seconded the motion. Motion was approved unanimously.

Respectfully submitted,

Heather LeMoult
Administrative Assistant
Trumbull Housing Authority