

**CITY OF NORWALK
FAIR RENT COMMISSION
ANNUAL MEETING
OCTOBER 7, 2009**

ATTENDANCE: Patricia Genuario, Chair; John Church, Vice-Chair;
Jeannette Jean-Pierre; Martin Bernard; Craig Pattengill;
Maria Borges-Lopez; Brenda Penn-Williams; Wendell Simms;

STAFF: Adam Bovilsky, Director; Lawrence Patterson, Field Investigator

CALL TO ORDER

The meeting was called to order at 7:40 p.m. by the Chairman.

APPROVAL OF MINUTES FROM SEPTEMBER 2, 2009 MEETING.

The following corrections were made electronically and noted:

Page 1, Under Attendance: Change Chairman to Chair

Page 3: Last sentence, 1st paragraph: delete "thanked them for their distinguished"
delete vacant and add "appointed as Regular Member)"

Add "Mr. Bovilsky thanked the following Commissioners for their distinguished
service:" delete alternate vacant and add Ben Guerrero.

Paragraph 3 replace "department" with "Section 8 Landlord"

**** MR. BERNARD MOVED TO APPROVE THE MINUTES OF THE
SEPTEMBER 2, 2009 MEETING WITH CORRECTIONS NOTED.**

**** MR. CHURCH SECONDED.**

**** MOTION PASSED WITH ONE ABSTENTION (MS. BORGES-LOPEZ)**

CHAIRMAN'S REPORT

Ms. Genuario then read the following report into the record:

Good evening everyone and thank you for attending our October Annual meeting.
I would like to welcome Mr. Craig Pattengill, who was recently appointed to the Fair
Rent Commission. We all look forward to having you be a part of this important group
of dedicated citizens who give tirelessly of themselves to better this community and the
lives of the people living here. Again, welcome!

Since we have a number of items on the agenda that we must attend do, I would like to
ask our Director, Adam Bovilsky to give his report.

Respectfully submitted,
Patricia Genuario, Chair

DIRECTOR'S REPORT

Mr. Bovilsky presented his report to the Commission and highlighted that there were 55 intakes during the month of September, 50 of which were related to Fair Rent. He added that there is a substantial reduction in follow-up contacts from this time last year, in part due to the lack of a secretary and in small part, due to the new carpet installation which took up substantial staff time with packing and unpacking the office.

He stated that welcomed new Commissioner, Craig Pattengill, who succeeds Akisha Cassermere, and thanked Ms. Cassermere for her service to this Commission. He provided an updated roster to the Commissioners.

Mr. Bovilsky added that the Commission currently has two vacancies and one commissioner whose term has expired. In addition, he noted that the department continues to search for the position of Administrative Aide II and added that over one hundred resumes were received, which has been narrowed down to twelve candidates, which once selected will start in November.

Mr. Bovilsky additional training was held relative to Section 8 housing programs for landlords and tenants.

In the News:

Mr. Bovilsky provided news articles on the housing market, foreclosures, and information of interest to the Commission.

OLD BUSINESS

There was no report on Old Business.

NEW BUSINESS

a. Discussion and Motions on Proposed Bylaws Amendment.

Mr. Bovilsky distributed copies of the proposed amendments to the Commission By-Laws and Operating Procedures. Mr. Church noted that under Section 6.1, second paragraph, the following phrase should be repeated at the end of the sentence: the "landlord, tenant, or their representative". There were no other corrections noted.

**** MR. BERNARD MOTIONED TO APPROVE THE PROPOSED BY-LAW AMENDMENT AND OPERATING PROCEDURES, AMENDED AS NOTED.**

**** MR. CHURCH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

b. Election of Officers

Ms. Penn-Williams read the Nominating Committee Report dated September 24, 2009 listing the following nominations for the slate of officers:

Ms. Patricia Genuario, Chairperson;
Mr. John Church, Vice-Chairperson

Ms. Penn-Williams called (three times, as requested) for nominations from the floor and by ballot for the position of Chair, and there were none.

- ** MR. BERNARD MOTIONED TO CLOSE NOMINATIONS FROM THE FLOOR AND TO ACCEPT THE NOMINATION OF PATRICIA GENUARIO AS CHAIR OF THE FAIR RENT COMMISSION.**
**** MR. SIMMS SECONDED.**
**** THE MOTION PASSED UNANIMOUSLY.**

Ms. Penn-Williams called (three times, as requested) for nominations from the floor and by ballot, for the position of Vice-Chair, and there were none.

- ** MR. BERNARD MOTIONED TO CLOSE NOMINATIONS FROM THE FLOOR AND ACCEPT THE NOMINATION OF JOHN CHURCH AS VICE-CHAIR OF THE FAIR RENT COMMISSION.**
**** MR. SIMMS SECONDED.**
**** THE MOTION PASSED UNANIMOUSLY.**

The vote to accept the slate of nominations was unanimous.

Ms. Genuario thanked the Commissioners for their continued faith and support, and expressed her goal to continue to strive to provide her service and leadership.

c. Appointment of Subcommittee on Rental Value Research.

Ms. Genuario stated that the establishment of a sub-committee on Rental Value Research would help the new commissioners become familiar with the market and be able to gather information in the community. She added that it would help the Commission keep on top of trends and would be an important arm of the Commission. Ms. Genuario added that Sub-committee members could pull in others and use staff resources as needed.

Ms. Genuario appointed the following Commissioners to of the Subcommittee on Rental Value Research:

John Church, Chair
Maria Borges-Lopez, Wendell Simms;

The Commissioners were in all agreement, and Mr. Church accepted the appointment as Chairman of the sub-committee.

- ** MR. PATTENGILL MOTIONED TO APPROVE THE APPOINTMENT OF COMMISSIONER CHURCH AS CHAIR, COMMISSIONER BORGES-LOPEZ AND COMMISSIONER SIMMS AS MEMBERS OF THE SUB-COMMITTEE ON RENTAL VALUE RESEARCH FOR THE FAIR RENT COMMISSION.**
- ** MR. BERNARD SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

REVIEW, DISCUSSION AND MOTIONS ON OPEN CASES

- a. Case #1594-09: Wright, 19 Betts Place #2. Mr. Patterson stated that the complaint was filed 08/07/09. FRC votes to hear 9/02/09. TN pays \$1,880 for a 3 BR2BA apt. Bed bugs and several repair issues. HD inspects (MM) on 08/06/09. LP inspects on 08/11/09. Property is for sale. LP re-inspects on 10/06/09 with ten-work only half done. LP and TCAP (for MM) re-inspect with LL on 10/07/09. Mr. Patterson stated that recommended no action.

Mr. Bovilsky stated that this case could to hearing and if that was the case, the Commissioners would receive a ten-day notice.

- ** MR. CHURCH MOTIONED TO TAKE NO ACTION ON CASE #1594-09.**
- ** MR. SIMMS SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY**

PRESENTATION OF NEW CASES

Mr. Bovilsky stated that there were no new cases.

ADJOURNMENT

- ** MS. BORGES-LOPEZ MOVED TO ADJOURN.**
- ** MS. SIMMS SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services