

# DRAFT

STAMFORD SOCIAL SERVICES COMMISSION MINUTES  
TUESDAY, NOVEMBER 19, 2013  
MAYOR'S CONFERENCE ROOM – 10<sup>TH</sup> FLOOR  
STAMFORD GOVERNMENT CENTER  
888 WASHINGTON BOULEVARD  
STAMFORD, CT 06901

**ATTENDEES:** Moira Colangelo, Sharona Cowan, Steve Kolenberg, Kate Lombardo, Dan McCabe  
Nancy Munoz and Sandra Peterkin

**ABSENT:** Ted Jankowski

**I. CALL TO ORDER**

The meeting was called to order by Sandra Peterkin, Co-Chair of the Social Services Commission at 4:10 p.m.

**II. ACCEPTANCE OF MINUTES**

The October minutes were approved unanimously.

Sandra opened the meeting by asking those present to introduce themselves. Sandra points out that once she receives the minutes; she emails a copy to the group for their input. However, there are a few individuals who repeatedly do not provide a response. Some members explain particular reasons for their delayed response such entering into an electronic void or their work obligations taking priority. It was determined that the “draft” minutes do not have a deadline but a quick response would be helpful. Then again, the agenda needs to be approved by the Friday before the scheduled Social Services Commission meeting. Moira clarifies that if there is no answer it signifies that the “draft” minutes and/or agenda are fine. She maintains that no response is a response. After receiving input from the members, Sandra decided to give one or two days for feedback. Kate added that if there is an item that needs to be discussed it can be added under “new business.” All the members agreed that the co-chairs should solely review the agenda and or minutes.

**III. SHARONA COWAN, DIRECTOR OF MANDATED SERVICES**

- a. **TO PROVIDE UPDATE ON FAIR RENT CASES** – Sharona shared all of the Fair Rent cases currently open and referred number FR201309001 for a hearing since the landlord and tenant could not come to an agreement. The members voted and accepted to hear the case. The next step is to schedule the hearing. Sharona reviewed the “Fair Rent Appeals Process” and a handout was distributed for reference. In addition, the “Consideration in Determining Rental Charge to be Excessive” sheet was distributed as well. Dan suggested that the commission determine the market value of the property in question prior to coming to a decision. Sandra asked, “What would happen if there is only a \$10 increase?” Should the case still be heard?” Sharona stated that the case referred is legitimate and should be heard. Kate feels that even \$10 means something as it could mean someone will walk or not. Steve trusts Sharona’s recommendation and feels that she should determine if the amount is significant to hear or not. Nonetheless, Moira thinks that they should have a boundary set before they begin to hear the cases. Sandra announces the interest of finding out the Fair Rent standard practice by inquiring from Legal Department. Sandra believes that the

# DRAFT

group can still proceed especially that an inspection needs to occur. The commission members agreed to have the hearing at 6:00 p.m.; after the regular scheduled meeting on December 17<sup>th</sup>.

- b. **TO ADD A SECTION TO INTAKE FORM INQUIRING ABOUT HOW COMPLAINANTS HEARD ABOUT THE COMMISSION** – Sharona provided the information via email which she found in old files used previously by the Social Services Commission.
- c. **TO SHARE A PREVIOUSLY USED BROCHURE, IF LOCATED** - Sharona provided the information via email which she found in old files used previously by the Social Services Commission.

#### IV. **PROGRESS OF FACT SHEET BROCHURES** – not addressed

#### V. **OLD BUSINESS**

- a. **STEVE KOLENBERG RESEARCH AND SHARE A COPY OF THE ORDINANCE** – Steve shared the ordinance located on [www.municode.com](http://www.municode.com), requested by group.
- b. **TED JANKOWSKI TO UPDATE COMMISSION ON AFFORDABLE HOUSING** – Due to a commitment, Ted was unable to attend but made available the information requested. The documents were distributed to all the members. He encourages the members to contact Tim Beeble directly for additional information. Ted also provided contact information for Charter Oak Communities who can be a useful resource. Dan emphasized the importance of finding a source to provide established market value to use for the Fair Rent cases. Sharona suggested contacting the Board of Realtors. Dan added that the University of Connecticut releases an index releases per town not per market area.
- c. **COMMISSION WILL EXPLORE THEIR FUNCTION** – The members contemplate to begin conversations in January with various community agencies throughout Stamford. The purpose is to undertake their other charges connected to the Social Services commission. Some concerns are transportation for children to school sports, transportation for adults to community events such as food pantries and transportation for seniors to medical appointments or local events.

#### VI. **NEW BUSINESS**

Kate distributed Dubois Center informational flyers printed in various languages as a reference for commission members.

It was noted that Sandra Peterkin and Moira Colangelo's term will be expiring on December 1, 2013. Further, Steve Kolenberg will be retiring due to his appointment to the Board of Representatives. Sandra and Moira stated that they would reach out to Martin Levine of Mayor David Martin's team for advisement on reinstatement as members of the Social Services Commission.

#### VII. **ADJOURN**

The meeting was adjourned by Kate Lombardo at 5:35 p.m.