

**CLINTON AVENUE LP  
BOARD MEETING  
AGENDA**

**September 25, 2024  
7:00 p.m.**

TO: Rich Ostuw  
Ronice Latta  
John Coff

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- a. Call to Order
- b. Approve Minutes of December 13, 2023
- c. Resolution:
  - 24-01: Approval of Contract for Roof Replacement and Use of Reserves
- d. Adjourn

MINUTES OF THE ANNUAL MEETING OF  
THE DIRECTORS OF THE  
CLINTON AVENUE LP  
DECEMBER 13, 2023

The Annual Meeting of the Board of Directors of Clinton Avenue LP (the “Corporation”) was held at 40 Clinton Avenue, Stamford, Connecticut and on the Zoom remote connection meeting platform on Wednesday, December 13, 2023.

The annual meetings of all entities were called to order simultaneously at 7:15 p.m.

**Attendees**

Board Members:	Rich Ostuw John Coff Ronice Latta	Absent: None
COC Board Members:	Sheila Williams-Brown Divya Malhotra Lester McKoy	Absent: None
Advisory Board:	Ari Goldstein	Absent: Jaclyn Williams
Present:	Vin Tufo Natalie Coard Jon Gottlieb Lisa Reynolds Sam Feda Beth Janney Ken Montanez Jan Tantimonico Michele Tarulli Chris Warren Christine Young	

1. **Appointment of Directors** - Director Ostuw motioned the reappointment of Directors with expiring terms. Approved by an unanimous vote.
2. **Election of Officers** –
  - Director Ostuw was appointed as Chairman, Director Latta appointed as Vice Chairwoman on motion by Director Ostuw, second by Director Coff.
  - Both appointments were approved by a unanimous vote.

There being no further business to come before the Meeting, upon motion duly made, it was

**Resolved:** To Adjourn. The meeting was adjourned at 7:17 p.m.

Respectfully submitted by:  
Jonathan Gottlieb, President

The undersigned, being all of the Directors of Clinton Avenue LP, do hereby affirm and consent to each and every resolution duly adopted, and action duly taken by the Directors of the Corporation at this Meeting.

\_\_\_\_\_  
Rich Ostuw

\_\_\_\_\_  
Ronice Latta

\_\_\_\_\_  
John Coff

THE ABOVE BEING ALL OF THE DIRECTORS  
OF CLINTON AVENUE LP

**CLINTON AVENUE LP  
40 CLINTON AVENUE, SUITE 101  
STAMFORD, CT 06901**

**Board Meeting Date:** September 25, 2024

**Resolution Number:** 24-01

**RESOLUTION**

**Subject:** Approval of Contract for Roof Replacement and Use of Reserves

**Background:** Post House is in its 16<sup>th</sup> year of operation and as typical conditions in the region warrant, the roof is weathered and has undergone several repairs to fix leaks. Recent leaks due to intense weather conditions have impacted residents on the 6<sup>th</sup> floor and disrupted their living conditions. In lieu of making continued short-term repairs we recommend a full replacement. With the supervision of an architect and roofing consultant, we expect the replacement roof to last for 20 years or longer with a preventative maintenance plan.

An RFP was issued on August 5, 2024, and three bids were received on August 30, 2024. Staff along with the project architect reviewed the bid documents and recommended PREMIER BUILDING ASSOCIATES to complete the job for the amount of \$183,421. The project will be conducted under the supervision of Carmelo Rosa of Hibbert and Rosa Architects along with Asset Management and Development staff. A roofing consultant will also be attached to this job to monitor progress at specified project milestones. Premier Building Associates comes with an extensive list of recent successful jobs, endorsement from the project architect and has recently completed the roof replacement at Glenbrook Manor.

This work will be funded through existing project reserves and public housing capital funds.

**Resolution:** **Be it resolved by the directors of the Clinton Avenue LP that the contract with Premier Building Associates, Inc. be approved and that the President or Senior Director is authorized to execute such documents as may be necessary to complete the transaction.**

**Jonathan Gottlieb  
Staff Member Submitting Report**



100 RIVERVIEW CENTER - SUITE 272  
292 MAIN STREET  
MIDDLETOWN, CT 06457

September 12, 2024

Chris Warren  
Rippowam Corporation  
Senior Portfolio Manager  
40 Clinton Avenue, Suite 101  
Stamford, CT 06901

Dear Mr. Warren

We have reviewed the low bidder Premier Building Associates., 100 Shaw Rd., North Branford, CT 06471 for the Roof Replacement at Post House, 40 Clinton Avenue Stamford, CT and recommend the following.

PBA received great references. They all stated PBA does professional work, their workers are courteous and reliable, they understand procedures and policies for occupied spaces and they are a pleasure to work with and you will be very happy with the result, they all stated if giving the opportunity they would not hesitate to work with them again. They all stated their paperwork, submittals, and scheduling was very thorough. They have worked for Charter Oak Communities on previous projects and they were very professional, reliable, and completed the project on time and with minimal change orders.

My recommendation is to proceed with PBA, they are the low bidder and they have great references, and experience.

Again, we thank you for the opportunity to provide you with our services.

Sincerely,

*Carmelo Rosa*

Carmelo Rosa  
Principal Architect