



Housing Authority of the City of Danbury

Main Office:

Location: 2 Mill Ridge Road, Danbury, CT 06810

Mailing Address: P.O. Box 86

Danbury, CT 06813

203-744-2500 Tel

203-790-2334 Fax

DOMENICO CHIEFFALO, CHAIRMAN
RAYMOND YAMIN, COMMISSIONER
STANLEY WATKINS, COMMISSIONER
MARY TEICHOLZ, COMMISSIONER
JAMES ZEH, RESIDENT COMMISSIONER

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF DANBURY

BOARD OF COMMISSIONERS

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Jim Zeh
Mary Teicholz

STAFF PRESENT:

M Carolyn Sistrunk
Jackie Elam
Richard Manville
Jessie Marengo
Jim Sabo
Deborah Gottschalk

Public Attendees

Rose Morrison
Peter Green

CALL TO ORDER The Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury was called to order at 5:37 PM at 2 Mill Ridge Road, Danbury, Connecticut.

PUBLIC COMMENTS- Peter Green

1. Presented gift to Board Chairman who will donate in accordance with policy.



2. Travel for Resident Commissioner training. (Voiced Opposition)
3. Crosby Manor Rehabilitation and Relocation Policy. (Voiced Opposition)

APPROVAL OF MINUTES – The December 2010 Regular Meeting Minutes were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT- Per Iris Hernandez:

1. Resident Council received Tax ID status.
2. Resident Council working on 2011 Budget.

DEPARTMENT HIGHLIGHTS Jackie Elam

1. Provided status update of opened wait lists.
2. Operational Results for Federal and State Family and Senior properties.

AUTHORITY MANAGEMENT REPORT – HACD’s Executive Director reviewed the Operational results for December 2010.

FINANCIALS — The December, 2010 Financials were reviewed and accepted.

RESOLUTIONS

RESOLUTION 887 authorizes the Executive Director to implement 2011 Board of Commissioner as follows. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

<u>Date</u>	<u>Time</u>	<u>Type</u>	<u>Location</u>
January 20, 2011	5:30pm	Regular	2 Mill Ridge Road
February 17, 2011	5:30pm	Regular	Glen Apartments
March 17, 2011	5:30pm	Regular	Laurel Gardens
April 21, 2011	5:30pm	Regular	2 Mill Ridge Road
May 19, 2011	5:30pm	Regular	Crosby Manor
June 16, 2011	5:30pm	Regular	Laurel Gardens

RESOLUTION 887 authorizes the Executive Director to implement 2011 Board of Commissioner as follows. (cont'd)

July 21, 2011	5:30pm	Regular	Eden Drive
August 18, 2011	5:30pm	Regular	Glen Apartments
September 15, 2011	5:30pm	Regular	2 Mill Ridge Road
October 20, 2011	5:30pm	Regular	2 Mill Ridge Road
November 17, 2011	5:30pm	Regular	2 Mill Ridge Road
December 15, 2011	5:30pm	Regular	2 Mill Ridge Road

RESOLUTION 888 authorizes the Executive Director to accept the insurance plan presented and further authorizes the payment of a monthly premium for this policy, based on the current census information provided, for the period beginning January 1, 2011. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

RESOLUTION 889 authorizes the Executive Director that Richard Manville, in his capacity as Interim Director of Finance and Administration be authorized to access the following accounts: Wachovia, Bank of America, Union Savings and Chase and that the Executive Director is authorized to provide appropriate approvals and authorizations to these banks to permit him to do so. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

CHAIRMAN'S REPORT –The Chairman offered Happy Holiday wishes to staff and residents.

NEW BUSINESS - No new business.

A D J O U R N M E N T The adjournment (5:54 PM) of the Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.



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JAMES ZEH, RESIDENT COMMISSIONER

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING

OF THE HACD CORP

BOARD OF COMMISSIONERS

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Jim Zeh
Mary Teicholz

STAFF PRESENT:

M Carolyn Sistrunk
Jackie Elam
Richard Manville
Jessie Marengo
Jim Sabo
Deborah Gottschalk

Public Attendees

Rose Morrison
Iris Hernandez
Peter Green

CALL TO ORDER The Regular Meeting of the Board of Commissioners for the HACD CORP was called to order at 6:01 PM at 2 Mill Ridge Road, Danbury, Connecticut

PUBLIC COMMENTS- No Public Comments



APPROVAL OF MINUTES – The December, 2010 Regular Meeting Minutes were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT

AUTHORITY MANAGEMENT REPORT – HACD CORP's Executive Director reviewed the Operational results for December 2010

FINANCIALS — The December, 2010 Financials were reviewed and accepted.

RESOLUTIONS AND INFORMATIONAL ITEM

RESOLUTION 97 authorizes the Executive Director to implement 2011 Board of Commissioner as follows. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

<u>Date</u>	<u>Time</u>	<u>Type</u>	<u>Location</u>
January 20, 2011	5:30pm	Regular	2 Mill Ridge Road
February 17, 2011	5:30pm	Regular	Glen Apartments
March 17, 2011	5:30pm	Regular	Laurel Gardens
April 21, 2011	5:30pm	Regular	2 Mill Ridge Road
May 19, 2011	5:30pm	Regular	Crosby Manor
June 16, 2011	5:30pm	Regular	Laurel Gardens
July 21, 2011	5:30pm	Regular	Eden Drive
August 18, 2011	5:30pm	Regular	Glen Apartments
September 15, 2011	5:30pm	Regular	2 Mill Ridge Road
October 20, 2011	5:30pm	Regular	2 Mill Ridge Road
November 17, 2011	5:30pm	Regular	2 Mill Ridge Road
December 15, 2011	5:30pm	Regular	2 Mill Ridge Road

RESOLUTION 98 authorizes the Executive Director that Richard Manville, in his capacity as Interim Director of Finance and Administration be authorized to access the following accounts: Wachovia, Bank of America, Union Savings and Chase and that the Executive Director is authorized to provide appropriate approvals and authorizations to these banks to permit him to do so.

RESOLUTION 99 authorizes the Executive Director that Richard Manville, in his capacity as Interim Director of Finance and Administration be authorized to access the following accounts: Wachovia, Bank of America, Union Savings and Chase and that the Executive Director is authorized to provide appropriate approvals and authorizations to these banks to permit him to do so. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

CHAIRMAN'S REPORT – No Chairman's Report

NEW BUSINESS - No New Business.

A D J O U R N M E N T The adjournment (6:52 PM) of the Regular Meeting of the Board of Commissioners for the HACD CORP was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.



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M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

January 13, 2011

DHA CORP

ALL PROPERTIES EXCEPT THE 98 ELM STREET SRO

REGULAR MEETING BOARD OF COMMISSIONERS

2 Mill Ridge Road

5:30 PM

The Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury will be held on January 20, 2011 at 5:30 PM at Danbury Housing Authority, 2 Mill Ridge Road, Danbury, Connecticut, 06810. Please contact Carolyn Sistrunk at (203)743-8822 with questions and/or comments.

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES – December 16, 2010 REGULAR MEETING**
- IV. CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT**
- V. AUTHORITY MANAGEMENT REPORT**
- VI. RESOLUTIONS AND INFORMATIONAL ITEMS**



- A. **Resolution 99** authorizing the Executive Director to amend HACD's procurement policy regarding 2011 signature authority for HACD's Asset Managers.
- B. **Resolution 100** authorizing the Executive Director to:
 - 1. implement the proposed Collective Bargaining Agreement, which includes proposed salary increases at 3% over four (4) years, reduced benefit costs, and improved conditions of work for the DHA CORP and the members of the Collective Bargaining Unit;
 - 2. implement cost of living adjustments (3%) for Non Collective Bargaining Employees, excluding the Executive Director, equal to the negotiated salary increase and benefits amendments for the Collective Bargaining Unit.
- C. **Resolution 101** authorizing the Executive Director to commence negotiations with the Connecticut Housing Finance Authority (CHFA) regarding a mortgage restructuring and/or modification for the Ives Manor property at 198 Main Street, Danbury Connecticut, 06810, subject to Legal and Board of Commissioners approval.
- D. **Resolution 102** authorizing the Executive Director to execute Memorandum of Agreement with New Opportunities, Inc. for the administration of the Meals on Wheels at Ives Manor effective February 1, 2011.
- E. **Resolution 103** authorizing the Executive Director to execute the Lease Agreement with Office of the Honorable Christopher Murphy for the rental of office space commencing January 3, 2011 through January 2, 2013, for the sum of \$75.00 to be paid monthly, upon review of DHA CORP's General Counsel.