



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
Stan Watkins

STAFF PRESENT:

M Carolyn Sistrunk
Michael Dapolite
Richard Manville
Jim Sabo

Public Attendees

Floyd Banks
Rose Morrison

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 5:33 PM at 2 Mill Ridge Road, Danbury, Connecticut.

PUBLIC COMMENTS- Floyd Banks

1. Discussed snow removal issues and operation at Glen Apartments.



APPROVAL OF MINUTES – The January, 2011 Regular Meeting Minutes were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT-No Report

DEPARTMENT HIGHLIGHTS Jackie Elam

AUTHORITY MANAGEMENT REPORT – HACD’s Executive Director reviewed the Operational results for January, 2011.

FINANCIALS — **The January, 2011 Financials were reviewed and accepted.**

RESOLUTIONS AND INFORMATIONAL ITEMS

- A. **Resolution 890** authorizing the Executive Director to amend HACD’s procurement policy regarding 2011 signature authority for HACD’s Senior Management. The resolution was unanimously approved upon motion to Commissioner Watkins and seconded by Commissioner Teicholz.
- B. **Resolution 891** authorizing the Executive Director to implement the Negotiated Collective Bargaining Agreement (Three Year) AFSCME for maintenance and administrative employees. The resolution was unanimously approved upon motion to Commissioner Zeh and seconded by Commissioner Watkins.
 - 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 892** authorizing the Executive Director to advertise the closing of the Laurel Gardens and Eden Drive two (2) and three (3) bedroom waiting lists effective February 25, 2011 at 4:30 PM. The resolution was unanimously approved upon motion to Commissioner Watkins and seconded by Commissioner Teicholz.
- D. **Resolution 893** authorizing the Executive Director to request an increase in the contract rents for contract # CT26H037038 according to HUD’s Operating Cost Adjustment factor for 2011, effective July 1, 2011. The resolution was unanimously



approved upon motion to Commissioner Yamin and seconded by Commissioner Watkins.

E. Resolution 894 authorizing the Executive Director to declare the fire proof safe as surplus property and authorizes the Executive Director to dispose of said property in accordance with HACD's Disposition and Procurement Policies. The resolution was unanimously approved upon motion to Commissioner Teicholz and seconded by Commissioner Zeh.

F. Resolution 895 authorizing the Executive Director to:

1. submit a formal application to the Department of Housing and Urban Development (HUD) requesting that three units are approved as Replacement Housing for the Disposition of High Ridge Gardens in Fiscal Year 2007;
2. submit a formal request for the release of Replacement Housing Funding for the purchase of two deed restricted, condominium units for HACD families at less than fifty percent of area median income.

The resolution was unanimously approved upon motion to Commissioner Yamin and seconded by Commissioner Watkins.

CHAIRMAN'S REPORT –The Chairman

NEW BUSINESS - No new business.

A D J O U R N M E N T The adjournment (5:58 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
Stan Watkins

STAFF PRESENT:

M Carolyn Sistrunk
Michael Dapolite
Richard Manville
Jim Sabo

Public Attendees

Floyd Banks
Rose Morrison

CALL TO ORDER The Regular Meeting of the Board of Commissioners for the HACD CORP was called to order at 5:59 PM at 2 Mill Ridge Road, Danbury, Connecticut

PUBLIC COMMENTS- No Public Comments

APPROVAL OF MINUTES – The January, 2011 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 January, 2011

FINANCIALS — The January, 2011 Financials were reviewed and accepted.

RESOLUTIONS AND INFORMATIONAL ITEM

Resolution 100 authorizing the Executive Director to amend HACD CORP procurement policy regarding 2011 signature authority for HACD CORP's Senior Management. The resolution was unanimously approved upon motion by Commissioner Watkins and seconded by Commissioner Yamin.

Resolution 101 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 HACD 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.

The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Watkins.

CHAIRMAN'S REPORT – No Chairman's Report

NEW BUSINESS - No New Business.

ADJOURNMENT The adjournment (6:07 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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MINUTES OF THE REGULAR MEETING

OF THE DHA CORP

BOARD OF COMMISSIONERS

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Jim Zeh
Mary Teicholz
Stan Watkins

STAFF PRESENT:

M Carolyn Sistrunk
Michael Dapolite
Richard Manville
Jim Sabo

Public Attendees

Floyd Banks
Rose Morrison

CALL TO ORDER The Regular Meeting of the Board of Commissioners for the DHA CORP was called to order at 6:08 PM at 2 Mill Ridge Road, Danbury, Connecticut.

PUBLIC COMMENTS- No Public Comments

APPROVAL OF MINUTES – The January, 2011 Regular Meeting Minutes were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.



CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT

AUTHORITY MANAGEMENT REPORT – DHA's Executive Director reviewed the Operational results for January, 2011

FINANCIALS - The January, 2011 Financials were reviewed and accepted.

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. The resolution was unanimously approved upon motion to Commissioner Teicholz and seconded by Commissioner Yamin.

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.

The resolution was unanimously approved upon motion to Commissioner Watkins and seconded by Commissioner Zeh.

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. The resolution was unanimously approved upon motion to Commissioner Zeh and seconded by Commissioner Teicholz. Negotiating Committee named: Commissioners Yamin, Commissioner Chieffalo, and the Executive Director, M Carolyn Sistrunk.

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. The resolution was unanimously approved upon motion to Commissioner Yamin and seconded by Commissioner Teicholz.

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. The resolution was unanimously approved upon motion to



Commissioner Zeh and seconded by Commissioner Watkins.

CHAIRMAN'S REPORT – No Chairman's Report

ADJOURNMENT The adjournment (6:12 PM) of the Regular Meeting of the Board of Commissioners for the DHA CORP was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

