



THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMINECO CHIEFFALO, CHAIRMAN,
RAYMOND YAMIN, VICE CHAIRMAN
ROSE MORRISON, COMMISSIONER
KEVIN BARRY, COMMISSIONER

JEFF M. RIECK, EXECUTIVE DIRECTOR

MINUTES

BOARD OF COMMISSIONERS

REGULAR MEETING

NOVEMBER 19, 2020

COMMISSIONERS PRESENT:

Raymond Yamin
Rose Morrison
Kevin Barry

STAFF PRESENT:

Jeff M. Rieck
Jeff Pagelson
Jackie Elam
Devin Marra
Dionne M. Carr
Santa Rodriguez
Kathi Alba
Josh Smith

BY ZOOM VIDEO CONFERENCE:

Jessie Castro
Jennifer Delaney
Michael Dapolite
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD was held on Thursday, November 19, 2020 at 5:30pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Vice Chairman Yamin and seconded Verbally by Commissioner Morrison & Commissioner Barry the meeting was call to order.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES-OCTOBER 15th REGULAR MEETING: The minutes of Oct. 2020 Regular Meeting was unanimously approved upon motion by Commissioner Vice Chairman Yamin and second verbal by Chairman Barry and verbally seconded by Commissioner Morrison the minutes were approved.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM: Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

SEPTEMBER FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 1632 Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to publish the 2021 Board of Commissioners Meetings Calendar as follows: Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

2021 Board Meeting Calendar

Date	Time		Location
January 21, 2021	5:30pm	Regular	2 Mill Ridge Road
February 18, 2021	5:30pm	Regular	2 Mill Ridge Road
March 18, 2021	5:30pm	Regular	2 Mill Ridge Road
April 15, 2021	5:30pm	Regular	2 Mill Ridge Road
May 20, 2021	5:30pm	Regular	2 Mill Ridge Road
June 17, 2021	5:30pm	Regular	2 Mill Ridge Road
July 15, 2021	5:30pm	Regular	2 Mill Ridge Road
August 19, 2021	5:30pm	Regular	2 Mill Ridge Road
September 16, 2021	5:30pm	Regular	2 Mill Ridge Road
October 21, 2021	5:30pm	Regular	2 Mill Ridge Road
November 18, 2021	5:30pm	Regular	2 Mill Ridge Road
December 16, 2021	5:30pm	Regular	2 Mill Ridge Road

RESOLUTION 1633 the Housing Authority of the City of Danbury Board of Commissioners authorizes the the Executive Director to exercise the first (1st) year option to extend the contract for information technology services with Zyg Computer Consulting in an amount not-to-exceed thirty-six thousand dollars (\$36,000.00). Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1634 Board of Commissioners of the HACD authorizes the Executive Director to amend the Vehicle Use Policy. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1635 Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to accept applications for its State Moderate Rental which includes Fairfield Ridge Housing Associates, waiting list via online application, opening Tuesday, December 1, 2020 at 9:00AM and closing Tuesday, December 15, 2020 at 4:00PM. Three hundred (300) applicants will then be selected using an electronic random lottery method, provided by the Housing Authority's existing software vendor Management Computer Services, on Thursday, January 7, 2021. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1636 Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to adopt and implement the proposed Utility Allowance Schedules for federal Public Housing programs, effective January 1, 2021. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

UTILITY ALLOWANCE SCHEDULE – Effective 1/1/2021						
FEDERAL PUBLIC HOUSING PROGRAMS						
<i>For units not covered by EPC only</i>						
Unit Type	0 BR	1 BR	2BR	3BR	4BR	5BR
HEATING						
Garden/Row House	2020					
a. Natural Gas	44	58	79	99	120	139
b. Electric	55	74	100	125	151	176
c. Bottle Gas	77	103	139	174	210	245
d. Oil	75	100	135	168	204	237
Single Family	2020					
a. Natural Gas	58	78	94	118	134	156
b. Electric	73	99	119	150	169	197
c. Bottle Gas	102	138	165	208	235	274
d. Oil	99	133	160	201	228	265
	0 BR	1 BR	2BR	3BR	4BR	5BR
Cooking						
a. Natural Gas	7	9	12	15	19	20
b. Electric	13	16	22	27	34	36
c. Bottle Gas	12	16	21	27	33	35
Water Heat						
a. Natural Gas	9	11	15	19	23	25
b. Electric	16	20	27	34	42	45
c. Bottle Gas	15	20	26	33	41	44
d. Oil	14	18	25	31	38	41
Electricity	44	57	76	94	116	126
Range	4	4	4	4	4	4
Refrigerator	4	4	5	5	5	7
Trash	33	33	33	33	33	33
Water	49	76	105	141	163	192
Sewer	12	17	22	29	33	38
TOTAL ALLOWANCE						

RESOLUTION 1637 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to write-off Nineteen Thousand Nine Hundred Ninety-Six dollars and One cent (\$19,996.01) in outstanding vacated tenant account receivables for the period of November 1, 2019 through October 31, 2020. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1638 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to execute a contract with CT Communications in an amount not-to-exceed ten thousand dollars (\$10,000.00) for a three (3) year contract term, with the option to extend for two (2) additional one (1) year contract term. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1639 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to donate or discard excess Information Technology equipment in accordance with the Disposition Policy. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1640 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to open the Federal Elderly one bedroom wait list on Tuesday, December 1, 2020 at 9:00 AM after public notification and shall remain open until further notice. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1641 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to submit to the Connecticut Housing Finance Authority (CHFA) the HACD's 2021 Projected Annual Operating Budget for its 25-Units housing program. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1642 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to submit to the Connecticut Housing Finance Authority (CHFA) the HACD's 2021 Projected Annual Operating Budget for its 30-Units housing program. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1643 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to submit to the Connecticut Housing Finance Authority (CHFA) the HACD's 2021 Projected Annual Operating Budget for its State Moderate Rental housing program. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 1644 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to submit to the Connecticut Housing Finance Authority (CHFA) the HACD's 2021 Projected Annual Operating Budget for its State Elderly housing program. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison & Commissioner Barry the resolution was unanimously adopted.

CHAIRMAN'S REPORT: NONE

NEW BUSINESS: Vice Chairman Yamin & Executive Director welcome Kevin Barry to Board of Commissioner welcome Kevin Barry back to housing. Executive Director in negotiation with the Head Start Program at Laurel Garden in the community room negotiation about the rental fee, the one-year lease term to be renewed annually, property access agreement etc. Executive Director will continue the negotiation and decide on whether to accept their terms or reject the terms, will send response by deadline.

EXECUTIVE SESSION: Cancel due to the absence of Chairman Chieffalo

ADJOURNMENT: The HACD Meeting was adjourned by 6:38 pm upon motion by Commissioner Vice Chairman Yamin and verbally seconded by Commissioner Barry & Commissioner Morrison the meeting was adjourned.



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Josh Smith

BY ZOOM VIDEO CONFERENCE:

Jessie Castro
Jennifer Delaney
Michael Dapolite
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the DHA CORP was held on Thursday, November 19, 2020 at 5:30pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Vice Chairman Yamin and seconded Verbally by Commissioner Morrison & Commissioner Barry the meeting was call to order.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES-OCTOBER 15th REGULAR MEETING: The minutes of Oct. 2020 Regular Meeting was unanimously approved upon motion by Commissioner Vice Chairman Yamin and second verbal by Chairman Barry and verbally seconded by Commissioner Morrison the minutes were approved.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM: Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

SEPTEMBER FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 250 the DHA CORP Board of Commissioners authorizes the Executive Director to publish the 2021 Board of Commissioners Meetings Calendar as follows: Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison, Commissioner Barry the resolution was unanimously adopted.

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November 18, 2021	5:30pm	Regular	2 Mill Ridge Road
December 16, 2021	5:30pm	Regular	2 Mill Ridge Road

RESOLUTION 251 the Board of Commissioners of the DHA HOUSING CORP authorizes the Executive Director to write-off seven thousand, nine hundred and seventy dollars and twenty cents (\$7,970.20) in outstanding tenant account receivables for the period of November 1, 2019 through October 31, 2020. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison, Commissioner Barry the resolution was unanimously adopted.

RESOLUTION 252 the Board of Commissioners of the DHA HOUSING CORP authorizes the Executive Director, through Millennium Real Estate Services, to submit to the Connecticut Housing Finance Authority (CHFA) the HACD's 2021 Projected Annual Operating Budget for its Ives Manor housing program. Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison, Commissioner Barry the resolution was unanimously adopted.

CHAIRMAN REPORT: NONE

NEW BUSINESS: NONE

ADJOURNMENT: The DHA Corp Meeting was adjourned by 6:40 pm upon motion by Vice Chairman Yamin And verbally seconded by Commissioner Barry & Commissioner Morrison the meeting was adjourned.



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Jessie Castro
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PUBLIC COMMENTS: NONE

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RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM: Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

SEPTEMBER FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 342 HACD CORP's Board of Commissioners authorizes the Executive Director to publish the 2021 Board of Commissioners Meetings Calendar as follows: Upon motion by Vice-Chairman Yamin, and second verbally by Commissioner Morrison, Commissioner Barry the resolution was unanimously adopted

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December 16, 2021	5:30pm	Regular	2 Mill Ridge Road

CHAIRMAN REPORT: NONE

NEW BUSINESS: NONE

ADJOURNMENT: The HACD CORP Meeting was adjourned by 6:43 pm upon motion by Commissioner Vice Chairman Yamin and seconded verbally by Commissioner Barry & Commissioner Morrison