



Housing Authority of the City of Danbury

Main Office:
2 Mill Ridge Road, Danbury, CT 06811
203-744-2500 Tel
203-797-1864 Fax

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

M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF DANBURY BOARD OF COMMISSIONERS DECEMBER 15, 2011

COMMISSIONERS PRESENT:

Domenico Chieffalo	Mary Teicholz
Raymond Yamin	James Zeh

STAFF PRESENT:

M. Carolyn Sistrunk	Devin Luciano
Michael Dapolite	Elizabeth Meurer
Jeff Goodfriend	

ATTENDEES:

Floyd Banks	Rose Morrison
Paul DeLuca	Dan Casagrande – Legal Counsel
Ruth Hoggard	

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 HACD Headquarters, 2 Mill Ridge Road, Danbury, Connecticut 06811. Upon motion, the meeting was called to order by Commissioner Yamin and seconded by Commissioner Zeh.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES: The minutes of the November 17, 2011 Regular Meeting of the HACD were unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Teicholz.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT: Ruth Hoggard thanks everyone for outpouring of support with recent husband passing. Ms Hoggard further reported that the Resident Council is focused upon three major initiatives: 1.) The Memorandum of Understanding with the Housing Authority and related policies and procedures; 2.) The upcoming resident leadership elections and the Annual Meeting (January 2012)



AUTHORITY MANAGEMENT REPORT: the HACD's Executive Director reviewed the Operational results for November 17, 2011.

FINANCIAL OPERATING STATEMENT: The financial statement for the October, 2011 operating period was unanimously accepted by the Board.

FOLLOW-UP OF NOVEMBER 17, 2011 BOARD MEETING: No Items

RESOLUTIONS AND INFORMATIONAL ITEMS

REVISIONS

Upon motion by Commissioner Zeh and seconded by Commissioner Yamin, the following revision were unanimous adopted for the December 15, 2011 Agenda.

1. **RESOLUTION 961** was tabled until December 27, 2011's Special Meeting.
2. **RESOLUTION 962** was revised to authorize the Executive Director to investigate the legality of the proposed amendments.
3. **RESOLUTION 964** was added to the Agenda

RESOLUTION 961 authorizes the Executive Director to submit a proposed FY 2012 Federal Budget to the Department of Housing and Urban Development. (**TABLED**)

RESOLUTION 962 authorizes the Executive Director to investigate the legality of an Amendment to the Renaissance Land Use Restriction Agreement at Section 3 Restrictions on the Use of the Development, and would eliminate the requirement that the units are owner occupied and that would eliminate the restriction on income limits. This Amendment to the Agreement shall be conditioned upon a formal legal review by the HACD's Legal Counsel and Savings Bank of Danbury's Legal Counsel with all fees paid by the Declarant. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.

- A. RESOLUTION 963** 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, 2012. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.
- B. RESOLUTION 964** authorizes the Executive Director to enter into an Agreement for Energy Efficiency Services at Glen Apartments including lighting in the 50 units, and common areas, weather stripping on doors and window replacements valued at \$89,559. The resolution was unanimously approved upon motion by Commissioner Yanim and seconded by Commissioner Teicholz.

CHAIRMAN'S REPORT: No Report

NEW BUSINESS: No New Business



ADJOURNMENT: The adjournment (5:46 PM) of the Regular Meeting of the Board of Commissioners for the HACD was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.





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MINUTES OF THE REGULAR MEETING OF THE HACD CORP BOARD OF COMMISSIONERS DECEMBER 15, 2011

COMMISSIONERS PRESENT:

Domenico Chieffalo	Mary Teicholz
Raymond Yamin	James Zeh

STAFF PRESENT:

M. Carolyn Sistrunk	Devin Luciano
Michael Dapolite	Elizabeth Meurer
Jeff Goodfriend	

ATTENDEES:

Floyd Banks	Rose Morrison
Paul DeLuca	Dan Casagrande – Legal Counsel
Ruth Hoggard	

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 5:47 PM at HACD CORP Headquarters, 2 Mill Ridge Road, Danbury, Connecticut 06811. Upon motion, the meeting was called to order by Commissioner Yamin and seconded by Commissioner Teicholz.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES: The minutes of the November 17, 2011 Regular Meeting of the HACD CORP were unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Teicholz.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT: Ms Ruth Hoggard requested that this report is adopted by reference and incorporated in the HACD's report.

AUTHORITY MANAGEMENT REPORT: the Executive Director requested that this report is adopted by reference and incorporated in the HACD's report.



FINANCIAL OPERATING STATEMENT: the CFO requested that this report is adopted by reference and incorporated in the HACD's report.

FOLLOW-UP OF NOVEMBER 17, 2011 BOARD MEETING: No Items

RESOLUTIONS AND INFORMATIONAL ITEMS

RESOLUTION 131 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, 2012. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.

CHAIRMAN'S REPORT: No Report

NEW BUSINESS: No New Business

ADJOURNMENT: The adjournment (6:13 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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JAMES ZEH, RESIDENT COMMISSIONER

M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE DHA CORP BOARD OF COMMISSIONERS DECEMBER 15, 2011

COMMISSIONERS PRESENT:

Domenico Chieffalo	Mary Teicholz
Raymond Yamin	James Zeh

STAFF PRESENT:

M. Carolyn Sistrunk	Devin Luciano
Michael Dapolite	Elizabeth Meurer
Jeff Goodfriend	

ATTENDEES:

Floyd Banks	Rose Morrison
Paul DeLuca	Dan Casagrande – Legal Counsel
Ruth Hoggard	

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 5:47 PM at DHA CORP Headquarters, 2 Mill Ridge Road, Danbury, Connecticut 06811. Upon motion, the meeting was called to order by Commissioner Yamin and seconded by Commissioner Teicholz.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES: The minutes of the November 17, 2011 Regular Meeting of the DHA CORP were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT: Ms Ruth Hoggard requested that this report is adopted by reference and incorporated in the HACD's report.

AUTHORITY MANAGEMENT REPORT: the Executive Director requested that this report is adopted by reference and incorporated in the HACD's report.



FINANCIAL OPERATING STATEMENT: : the CFO requested that this report is adopted by reference and incorporated in the HACD's report.

FOLLOW-UP OF NOVEMBER 17, 2011 BOARD MEETING: No Items

RESOLUTIONS AND INFORMATIONAL ITEMS

RESOLUTION 137 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, 2012. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

CHAIRMAN'S REPORT: No Report

NEW BUSINESS: No New Business

ADJOURNMENT: The adjournment (6:02 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 Yamin.

