



THE HOUSING AUTHORITY OF THE CITY OF DANBURY

Main Office:
2 Mill Ridge Road, Danbury, CT 06811
203-744-2500 Tel
203-790-2334 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 THE HOUSING AUTHORITY OF THE CITY OF DANBURY BOARD OF COMMISSIONERS FEBRUARY 16, 2012

COMMISSIONERS PRESENT:

Domenico Chieffalo Mary Teicholz
Raymond Yamin James Zeh
Stan Watkins

STAFF PRESENT:

M. Carolyn Sistrunk Devin Luciano
Michael Dapolite
Kevin Barry

ATTENDEES:

Rose Morrison
Sally Zanger
Augusto Konig
Helen Memh
Mark Scheidler
Ruth Hoggard
Floyd Banks

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD was called to order at 6:31 PM at HACD Headquarters, 2 Mill Ridge Road, Danbury, Connecticut 06811. Upon motion, the meeting was called to order by Commissioner Watkins and seconded by Commissioner Zeh.

EXECUTIVE SESSION

Upon motion by Commissioner Zeh and Commissioner Yamin, the Board of Commissioners adjourned to an Executive Session regarding a Due Process Hearing

REGULAR MEETING RECONVENED

Upon Motion by Commissioner Watkins and a second by Commissioner Yamin, the Regular meeting was reconvened at 6:30 pm



MINUTES Of February 2, 2012 Special Meeting and February 16, 2012 Regular meetings
Upon Motion by Commissioner Yamin and a second by Commissioner Watkins, the motion was unanimously adopted

PUBLIC COMMENTS:

Mark Schiedler addressed the Board of Commissioners regarding a unresolved tenant matter. Mr. Schiedler was directed to Ms J. Elam for purposes of scheduling a informal hearing.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:

1. Ms Hoggard reported that Resident Election have been completed. Glen Apartments has a new representative, Mr Floyd Banks. Scattered Sites and Mill Ridge are seeking representative
2. Received \$ 3000 in funding from HACD. Balance as of February is \$2759.80.

AUTHORITY MANAGEMENT REPORT

The Executive Director provided Authority Management report with the following highlights

1. SEMAP designation as standard performer to be submitted for 2011
2. CFO search underway. Casterline in place for year end close with FASPHA report to be submitted without penalty. Standard performer designation anticipated
3. REAC Inspections producing solid performance score. Laurel and Eden Drive REAC scores registered significant improvement- QA review underway
4. HUD PHARS teams will be on site in Maarch 2012. Recovery Agreeemnt under development.

RESOLUTIONS AND INFORMATIONAL ITEMS: UPON MOTION BY COMMISSIONER YAMIN AND A SECOND BY COMMISSIONER ZEH, THE AGENDA WAS AMENDED TO ADD RESOLUTION 979.

- A. RESOLUTION 976** authorizes the Executive Director to submit an application for Community Development Block Grant Year 38 Funding in the amount of one hundred thirty thousand dollars (\$130,000) for the purpose of vacancy reduction at ten (10) units at the 290-unit state moderate rental property to the City of Danbury. The resolution was unanimously adopted upon motion by Commissioner Zeh and seconded by Commissioner Yamin.
- B. RESOLUTION 977** authorizes the Executive Director to sumit the 2011 SEMAP, Section Eight Managmeent Assessment Program Certification and a score of 125 of a possible 155 point (86%) The resolution was unanimously adopted upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.
- C. RESOLUTION 978** authorizes the Executive Director the execute any and all documents necessary to execute a mortgageg modification for HACD's State Elderly Program (Glen Apartments). The resolution was unanimously adopted upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.



D. RESOLUTION 979 authorizes the Executive Director to execute change orders for Boiler Replacment at Wooster Manor and Putnam Towers in the amount of \$19,857.00. The resolution was unanimously adopted upon motion by Commissioner Teicholz and seconded by Commissioner Zeh.

CHAIRMAN'S REPORT: NONE

UPON MOTION BY COMMISSIONER WATKINS AND A SECOND BY COMMISSIONER, HACD REGULAR MEETING WAS SUSPENDED PENIDNG COMPLETION OF DHA AND HACD CORP'S BOC MEETINGS FOR THE PURPOSES IN A CONTINUANCE OF EXECUTIVE SESSION AND BOARD DELIBERATION:DUE PROCESS HEARING.

AT 6:59 PM, THE HACD'S BOARD MEETINGS FOR THE PURPOSES ADJOURNING TO EXECUTIVE SESSION AND BOARD DELIBERATIONS:DUE PROCESS HEARING.

AT 7:29PM, THE HACD'S BOARD OF COMMISSIONERS RECOVERED UPON MOTIONBYCOMMISSIONER WATKINS AND A SECOND BY COMMISSIONER YAMIN.

ADJOURNMENT - The adjournment (7:32 PM) of the Regular Meeting of the Board of Commissioners for the HACD was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.





HACD CORP

Main Office:
2 Mill Ridge Road, Danbury, CT 06811
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DOMENICO CHIEFFALO, CHAIRMAN
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STANLEY WATKINS, COMMISSIONER
MARY TEICHOLZ, COMMISSIONER
JAMES ZEH, RESIDENT COMMISSIONER

M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE HACD CORP BOARD OF COMMISSIONERS FEBRUARY 16, 2012

COMMISSIONERS PRESENT:

Domenico Chieffalo	Mary Teicholz
Raymond Yamin	James Zeh
Stan Watkins	

STAFF PRESENT:

M. Carolyn Sistrunk	Devin Luciano
Michael Dapolite	
Kevin Barry	

ATTENDEES:

Rose Morrison
Sally Zanger
Augusto Konig
Helen Memh
Mark Scheidler
Ruth Hoggard
Floyd Banks

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD CORP was called to order at 6:51PM 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 Zeh.

PUBLIC COMMENTS : NONE

**MINUTES OF FEBRUARY 2, 2012 SPECIAL MEETING AND FEBRUARY 16, 2012
REGULAR MEETINGS**



Upon Motion by Commissioner Teicholz and a second by Commissioner Watkins, the motion was unanimously adopted.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:

1. Ms Hoggard reported that in process of working with the Agency on Memorandum of Understanding and Bylaws. To be completed in the next few weeks Ives Manor Residents are interested in volunteering to assist staff in cleaning building. Mr Dapolite agreed to review.

AUTHORITY MANAGEMENT REPORT Incorporated by Reference

The Executive Director provided Authority Management Report with the following highlights

1. CFO search underway. Casterline in place for year end close with FASPHA report to be submitted without penalty. Standard performer designation anticipated
2. HUD PHARS teams will be on site in Maarch 2012. Recovery Agreeemnt under development.
3. Private Management procurement underway

RESOLUTIONS AND INFORMATIONAL ITEMS: NONE

A D J O U R N M E N T - The adjournment (6:54 PM) of the Regular Meeting of the Board of Commissioners for the HACD CORP was unanimously approved upon motion by Commissioner Watkins .





DHA CORP

Main Office:
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STANLEY WATKINS, COMMISSIONER
MARY TEICHOLZ, COMMISSIONER
JAMES ZEH, RESIDENT COMMISSIONER

M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE DHA CORP BOARD OF COMMISSIONERS FEBRUARY 16, 2012

COMMISSIONERS PRESENT:

Domenico Chieffalo	Mary Teicholz
Raymond Yamin	James Zeh
Stan Watkins	

STAFF PRESENT:

M. Carolyn Sistrunk	Devin Luciano
Michael Dapolite	
Kevin Barry	

ATTENDEES:

Rose Morrison
Sally Zanger
Augusto Konig
Helen Memh
Mark Scheidler
Ruth Hoggard
Floyd Banks

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the DHA CORP was called to order at 6:45 PM at DHA CORP Headquarters, 2 Mill Ridge Road, Danbury, Connecticut 06811. Upon motion, the meeting was called to order by Commissioner Watkins and seconded by Commissioner Zeh.

EXECUTIVE SESSION

Upon motion by Commissioner Zeh and Commissioner Yamin, the Board of Commissioners adjourned to an Exective Session regarding a Due Process Hearing



REGULAR MEETING RECONVENED

Upon Motion by Commissioner Yamin and a second by Commissioner Zeh the Regular meeting was reconvened at 6:30 pm

MINUTES Of February 2, 2012 Special Meeting and February 16, 2012 Regular meetings

Upon Motion by Commissioner Yamin and a second by Commissioner Watkins, the motion was unanimously adopted

PUBLIC COMMENTS:

Mark Schiedler addressed the Board of Commissioners regarding a unresolved tenant matter. Mr. Schiedler was directed to Ms J. Elam for purposes of scheduling a informal hearing.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:

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4. HUD PHARS teams will be on site in Maarch 2012. Recovery Agreeemnt under development.

RESOLUTIONS AND INFORMATIONAL ITEMS: Upon motion by Commissioner Yamin and a second by Commissioner Zeh, the Agenda was Amended to add RESOLUTION 978.

- A. RESOLUTION 976** authorizes the Executive Director to submit an application for Community Development Block Grant Year 38 Funding in the amount of one hundred thirty thousand dollars (\$130,000) for the purpose of vacancy reduction at ten (10) units at the 290-unit state moderate rental property to the City of Danbury. The resolution was unanimously adopted upon motion by Commissioner Zeh and seconded by Commissioner Yamin.
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D. RESOLUTION 979 authorizes the Executive Director to execute change orders for Boiler Replacment at Wooster Manor and Putnam Towers in the amount of \$19,857.00. The resolution was unanimously adopted upon motion by Commissioner Teicholz and seconded by Commissioner Zeh.

Upon motion by Commissioner , yamin

A D J O U R N M E N T - The adjournment (6:48 PM) of the Regular Meeting of the Board of Commissioners for the HACD was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.

