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

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 perfromer 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 March 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 submit the 2011 SEMAP, Section Eight Management 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 mortage 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 Replacement 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 PENDING 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 7:29 PM, THE HACD’S BOARD OF COMMISSIONERS RECOVENED UPON MOTION BY COMMISSIONER 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.
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 March 2012. Recovery Agreement under development.
3. Private Management procurement underway

RESOLUTIONS AND INFORMATIONAL ITEMS: NONE

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

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Stan Watkins

Mary Teicholz
James Zeh

STAFF PRESENT:
M. Carolyn Sistrunk
Michael Dapolite
Kevin Barry

Devin Luciano

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 Executive Session regarding a Due Process Hearing.
REGULAR MEETING RECONVENE
On 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:
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 permdformer 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 March 2012. Recovery Agreement under development.

RESOLUTION 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.

B. RESOLUTION 977 authorizes the Executive Director to submit the 2011 SEMAP, Section Eight Management 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 to execute any and all documents necessary to execute a mortgage 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 Replacement 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

ADJOURNMENT - 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.