



**THE HOUSING AUTHORITY OF THE CITY OF DANBURY**

Main Office:

Location: 2 Mill Ridge Road, Danbury, CT 06810

Danbury, CT 06811

203-744-2500 Tel

203-790-2334 Fax

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

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

**MINUTES OF THE HOUSING AUTHORITY OF THE CITY OF DANBURY**

**REGULAR MEETING  
BOARD OF COMMISSIONERS**

**AUGUST 16, 2012**

**COMMISSIONERS PRESENT:**

Domenico Chieffalo  
Raymond Yamin  
Stan Watkins  
Commissioner Zeh (Excused)

**STAFF PRESENT:**

M. Carolyn Sistrunk  
Michael Dapolite  
Jackie Elam  
Kathy Quallen  
Estela Francis

**ATTENDEES:**

Rose Morrison  
Ruth Hoggard

**CALL TO ORDER** - The Regular Meeting of the Board of Commissioners for the HACD was called to order at 5:31 PM at Eden Drive Danbury, Connecticut 06810. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the meeting was called to order.

**PUBLIC COMMENTS – NONE**

**APPROVAL OF June, 2012 REGULAR MEETING**

Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the meeting was called to order.



**CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:** Ms. Hoggard reported that the Resident Council is focused upon the Memorandum of Understanding with the Housing Authority and related policies and procedures.

**AUTHORITY MANAGEMENT REPORT:** the HACD's Executive Director reviewed the Operational Recovery Agreement and Redevelopment Progress for August, 2012.

**FINANCIAL OPERATING STATEMENT:** The financial statement for the July 2012 with the operating period was unanimously accepted by the Board of Commissioners. The financial statement included check register for all invoices over \$25,000 in accordance with the Recovery Agreement. The CFO also reviewed the PHAS financial and management projections for July, 2012.

### **RESOLUTIONS AND INFORMATIONAL ITEMS**

- A. **RESOLUTION 1012** authorizes the Executive Director to set its Passbook Savings Rate at 0%, effective October 1, 2012. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the resolution was unanimously adopted
- B. **RESOLUTION 1013** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Admissions & Continued Occupancy Policy, specifically relating to Annual Income Exclusions as a result of the amendment of 24 CFR 5.609, effective immediately. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the resolution was unanimously adopted
- C. **INFORMATIONAL ITEM- 2012 UTILITY SCHEDULE AND ANALYSIS**

### **CHAIRMAN'S REPORT - NONE**

**NEW BUSINESS-**The Senior Picnic is to be held August 28, 2012, Hatters Park.

**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 Yamin and seconded by Commissioner Watkins.



**THE HACD CORP**

Main Office:

Location: 2 Mill Ridge Road, Danbury, CT 06810

Danbury, CT 06811

203-744-2500 Tel

203-790-2334 Fax

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

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

**MINUTES OF THE HACD CORP**

**REGULAR MEETING  
BOARD OF COMMISSIONERS**

**AUGUST 16, 2012**

**COMMISSIONERS PRESENT:**

Domenico Chieffalo  
Raymond Yamin  
Stan Watkins  
Commissioner Zeh ( Excused)

**STAFF PRESENT:**

M. Carolyn Sistrunk  
Michael Dapolite  
Jackie Elam  
Kathy Quallen  
Estela Francis

**ATTENDEES:**

Rose Morrison  
Ruth Hoggard

**CALL TO ORDER** - The Regular Meeting of the Board of Commissioners for the HACD CORP was called to order at 5:47 PM at Eden Drive Danbury, Connecticut 06810. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the meeting was called to order.

**PUBLIC COMMENTS – NONE**

**APPROVAL OF JULY, 2012 REGULAR MEETING**

Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the meeting was called to order.



**CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:** Ms. Hoggard reported that the Resident Council is focused upon the Memorandum of Understanding with the Housing Authority and related policies and procedures.

**AUTHORITY MANAGEMENT REPORT:** the HACD CORP's Executive Director reviewed the Operational Recovery Agreement and Redevelopment Progress for July, 2012.

**FINANCIAL OPERATING STATEMENT:** The financial statement for the July 2012 with the operating period was unanimously accepted by the Board of Commissioners. The financial statement included check register for all invoices over \$25,000 in accordance with the Recovery Agreement. The CFO also reviewed the PHAS financial and management projections for July, 2012.

### **RESOLUTIONS AND INFORMATIONAL ITEMS**

- A. **RESOLUTION 151** authorizes the Executive Director to set its Passbook Savings Rate at 0%, effective October 1, 2012. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the resolution was unanimously adopted
- B. **RESOLUTION 152** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Admissions & Continued Occupancy Policy, specifically relating to Annual Income Exclusions as a result of the amendment of 24 CFR 5.609, effective immediately. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the resolution was unanimously adopted
- C. **INFORMATIONAL ITEM- 2012 UTILITY SCHEDULE AND ANALYSIS**

### **CHAIRMAN'S REPORT - NONE**

**NEW BUSINESS-**The Senior Picnic is to be held August 28, 2012, Hatters Park.

**A D J O U R N M E N T** The adjournment (6:02) of the Regular Meeting of the Board of Commissioners for the HACD CORP was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Watkins.



**DHA CORP**

Main Office:

Location: 2 Mill Ridge Road, Danbury, CT 06810

Danbury, CT 06811

203-744-2500 Tel

203-790-2334 Fax

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

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

**MINUTES OF DHA CORP**  
**REGULAR MEETING**  
**BOARD OF COMMISSIONERS**  
**August 16, 2012**

**COMMISSIONERS PRESENT:**

Domenico Chieffalo  
Raymond Yamin  
Stan Watkins  
Commissioner Zeh ( Excused)

**STAFF PRESENT:**

M. Carolyn Sistrunk  
Michael Dapolite  
Jackie Elam  
Kathy Quallen  
Estela Francis

**ATTENDEES:**

Rose Morrison  
Ruth Hoggard

**CALL TO ORDER** - The Regular Meeting of the Board of Commissioners for DHA CORPDHA CORP was called to order at 6:02 PM at Eden Drive Danbury, Connecticut 06810. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the meeting was called to order.

**PUBLIC COMMENTS – NONE**

**APPROVAL OF JULY, 2012 REGULAR MEETING**

Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the meeting was called to order.



**CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:** Ms. Hoggard reported that the Resident Council is focused upon the Memorandum of Understanding with the Housing Authority and related policies and procedures.

**AUTHORITY MANAGEMENT REPORT:** DHA CORP's Executive Director reviewed the Operational Recovery Agreement and Redevelopment Progress for July, 2012.

**FINANCIAL OPERATING STATEMENT:** The financial statement for the July 2012 with the operating period was unanimously accepted by the Board of Commissioners. The financial statement included check register for all invoices over \$25,000 in accordance with the Recovery Agreement. The CFO also reviewed the PHAS financial and management projections for July, 2012.

**RESOLUTIONS AND INFORMATIONAL ITEMS**

- A. **RESOLUTION 161** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Admissions & Continued Occupancy Policy, specifically relating to Annual Income Exclusions as a result of the amendment of 24 CFR 5.609, effective immediately. Upon motion by Commissioner Watkins, seconded by Commissioner Yamin, the resolution was unanimously adopted
- B. **INFORMATIONAL ITEM- 2012 UTILITY SCHEDULE AND ANALYSIS**

**CHAIRMAN'S REPORT - NONE**

**NEW BUSINESS-**The Senior Picnic is to be held August 28, 2012, Hatters Park.

**A D J O U R N M E N T** The adjournment (6:09 PM) of the Regular Meeting of the Board of Commissioners for DHA CORPDHA CORP was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Watkins.