



## THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, VICE CHAIRMAN  
STANLEY WATKINS, TREASURER  
JAMES ZEH, COMMISSIONER  
PAUL ESTEFAN, COMMISSIONER

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

### MINUTES

#### BOARD OF COMMISSIONERS

#### REGULAR MEETING

June 19, 2014

#### COMMISSIONERS PRESENT:

Domenico Chieffalo  
Raymond Yamin  
James Zeh  
Paul Estefan  
Stan Watkins

#### STAFF PRESENT:

Mary C. Sistrunk  
Jackie Elam  
Kathy Quallen  
Kevin Barry  
Benjamin Gold  
Jennifer Delaney

#### ATTENDEES:

Rose Morrison  
Bernice Dunlap  
Ella Fraser  
Kim E. Nolan-Cramer&Anderson LLP

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury will be held on June 19, 2014 at 5:30pm, at Crosby Manor Eighty Four West Wooster Street, Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and/or comments. Upon motion by Commissioner Zeh and second by Commissioner Yamin, The meeting was call to order

**PUBLIC COMMENTS:** None

**APPROVAL OF MINUTES-JUNE, 2014 REGULAR MEETING:** The minutes of June, 2014 Regular Meeting were approved. Upon motion by Commissioner Yamin and second by Commissioner Zeh.

**RESIDENT COUNCIL REPORT:** As of now Rose Morrison is acting President of Resident Council, June 16, 2014 nomination for August 2014, Annual Meeting Planning for November 2014

**AUTHORITY MANAGEMENT REPORT PUBLIC HOUSING & HCV PROGRAM:** Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer.

**FINANCIAL, PHAS REPORT & CHECK REGISTER APRIL, 2014:** Financials, PHAS Indicator and Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

**RESOLUTION 1168** HACD requests approval of an extension with J.D'Amelia & Associates, LLC for three (3) months from July 1, 2014 until September 30, 2014 in order for HACD to request proposals from qualified firms for a team approach to HACD capital projects. This additional time requested. Upon motion by Commissioner Zeh and second by Commissioner Yamin.

**RESOLUTION 1169** HACD's Board of Commissioners authorizes ratification for the Executive Director with regards to the contract executed with Aequitas Energy, Inc. at a rate of \$0.0933 kWh for an eighteen (18) month period commencing in June 2014 with an option to negotiate a new fixed rate at the end of this term and for each contract extension, total contract not to exceed five (5) years. Upon motion by Commissioner Estefan and second by Commissioner Zeh.

**RESOLUTION 1170** the Board of Commissioners for the HACD Corp. authorizes the Executive Director to submit to the State of Connecticut Department of Housing Resident Services Coordinator Program Management Plan and to receive the \$22,514 award to fund the Resident Services Coordinator Program. Upon motion by Commissioner Watkins and second by Commissioner Yamin

**RESOLUTION 1171** the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to incorporate all necessary amendments and updates into the Admissions and Continued Occupancy Policy, specifically as it relates to the appeal process for applicants to its public housing programs, effective immediately. Upon motion by Commissioner Estefan and second by Commissioner Watkins

**CHAIRMAN'S REPORT:** None

**NEW BUSINESS:** Change of date for The Senior/Family Picnic is August 19, 2014 11-3pm

**ADJOURNMENT:** The HACD BOC Meeting was adjourned by 5:48pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.



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#### ATTENDEES:

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Ella Fraser  
Kim E. Nolan-Cramer&Anderson LLP

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the DHA CORP will be held on June 19, 2014 at 5:49pm, at Crosby Manor Eighty Four West Wooster Street, Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and/or comments. Upon motion by Commissioner Zeh and second by Commissioner Yamin, The meeting was call to order

**PUBLIC COMMENTS:** None

**APPROVAL OF MINUTES-JUNE, 2014 REGULAR MEETING:** The minutes of June, 2014 Regular Meeting were approved. Upon motion by Commissioner Yamin and second by Commissioner Zeh.

**RESIDENT COUNCIL REPORT:** As of now Rose Morrison is acting President of Resident Council, June 16, 2014 nomination for August 2014, Annual Meeting Planning for November 2014

**AUTHORITY MANAGEMENT REPORT PUBLIC HOUSING & HCV PROGRAM:** Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer.

**FINANCIAL, PHAS REPORT & CHECK REGISTER APRIL, 2014:** Financials, PHAS Indicator and Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

**RESOLUTION:** None

**CHAIRMAN'S REPORT:** None

**NEW BUSINESS:** Change of date for The Senior/Family Picnic is August 19, 2014 11-3pm

**ADJOURNMENT:** The DHA CORP Meeting was adjourned by 5:50pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.



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#### ATTENDEES:

Rose Morrison  
Bernice Dunlap  
Ella Fraser  
Kim E. Nolan-Cramer&Anderson LLP

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the HACD CORP will be held on June 19, 2014 at 5:50pm, at Crosby Manor Eighty Four West Wooster Street, Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and/or comments. Upon motion by Commissioner Zeh and second by Commissioner Yamin, The meeting was call to order

**PUBLIC COMMENTS:** None

**APPROVAL OF MINUTES-JUNE, 2014 REGULAR MEETING:** The minutes of June, 2014 Regular Meeting were approved. Upon motion by Commissioner Yamin and second by Commissioner Zeh.

**RESIDENT COUNCIL REPORT:** As of now Rose Morrison is acting President of Resident Council, June 16, 2014 nomination for August 2014, Annual Meeting Planning for November 2014

**AUTHORITY MANAGEMENT REPORT PUBLIC HOUSING & HCV PROGRAM:** Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer.

**FINANCIAL, PHAS REPORT & CHECK REGISTER APRIL, 2014:** Financials, PHAS Indicator and Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

**RESOLUTION 200:** that HACD CORP's Board of Commissioners authorizes ratification for the Executive Director with regards to the contract executed with Aequitas Energy, Inc. at a rate of \$0.0933 kWh for an eighteen (18) month period commencing in June 2014 with an option to negotiate a new fixed rate at the end of this term and for each contract extension, total contract not to exceed five (5) years. Upon motion by Commissioner Zeh and second by Commissioner Yamin.

**RESOLUTION 201:** the Board of Commissioners for the HACD CORP authorizes the Executive Director to incorporate all necessary amendments and updates into the Admissions and Continued Occupancy Policy, specifically as it relates to the appeal process for applicants to its public housing programs, effective immediately. Upon motion by Commissioner Estefan and second by Commissioner Zeh.

**CHAIRMAN'S REPORT:** None

**NEW BUSINESS:** Change of date for The Senior/Family Picnic is August 19, 2014 11-3pm

**ADJOURNMENT:** The HACD CORP Meeting was adjourned by 5:54pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.