



## THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, VICE CHAIRMAN  
ROSE MORRISON, COMMISSIONER

JEFF M. RIECK, EXECUTIVE DIRECTOR

### MINUTES

#### BOARD OF COMMISSIONERS

#### REGULAR MEETING

**JUNE 18, 2020**

#### **COMMISSIONERS PRESENT:**

Raymond Yamin  
Rose Morrison

#### **STAFF PRESENT:**

Jeff M. Rieck  
Jeff Pagelson  
Jessie Castro  
Devin Marra  
Dionne Carr

#### **BY ZOOM VIDEO CONFERENCE:**

Domenico Chieffalo  
Michael Dapolite  
Kim Nolan

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the HACD was held on Thursday, June 18, 2020 at 5:58pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Yamin and seconded by Commissioner Chairman Chieffalo the meeting was call to order.

**PUBLIC COMMENTS:** Chairman Chieffalo & Vice Chairman Yamin took a moment a spoken praise of the fine job Mary Carolyn Sistrunk did as the executive director and was consider a friend also may she rest in peace.

**APPROVAL OF MINUTES-JUNE 18th REGULAR MEETING:** The minutes of June, 2020 Regular Meeting was unanimously approved upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the minutes were approved.

**RESIDENT COUNCIL REPORT:** NONE

#### **AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:**

Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

**APRIL, 2020 FINANCIAL REPORTS:** Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

**RESOLUTION 1600** the Board of Commissioners for the HACD authorizes the Executive Director to amend the Residence Caused Damages Price List. Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 1601** HACD Board of Commissioners authorizes the Executive Director to exercise the fourth (4th) and final year option to extend the contract for Electrical Services with Shock Electrical in an amount not-to-exceed seventeen thousand dollars (\$1700.00). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 1602** HACD Board of Commissioners authorizes the Executive Director to exercise the first (1<sup>st</sup>) year option to extend the contract for Tree Services with Budget Tree Services in an amount not to exceed forty-one thousand five hundred dollars (\$41,500.00). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 1603** HACD Board of Commissioners authorizes the Executive Director to exercise the second (2nd) year option to extend the contract for Pest Control Services with EB Exterminating in an amount not to exceed twenty five thousand one hundred sixty five dollars (\$25, 165.00). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 1604** Board of Commissioners for HACD authorizes the Executive Director to enter into A joinder contract with Memphis Housing Authority to utilize and contract with Revize in a total amount not to exceed thirty-one thousand four hundred fifty dollars and seventy eight cents (\$31,450.78). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**CHAIRMAN REPORT:** NONE

**NEW BUSINESS:** NONE

**ADJOURNMENT:** The HACD Board Meeting was adjourned by 6:12 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting were adjourned.



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Jeff M. Rieck  
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Jessie Castro  
Devin Marra  
Dionne Carr

#### BY ZOOM VIDEO CONFERENCE:

Domenico Chieffalo  
Michael Dapolite  
Kim Nolan

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the DHA CORP was held on Thursday, June 18, 2020 at 5:58pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Yamin and seconded by Commissioner Chairman Chieffalo the meeting was call to order.

**PUBLIC COMMENTS:** NONE

**APPROVAL OF MINUTES-JUNE 18th REGULAR MEETING:** The minutes of June, 2020 Regular Meeting was unanimously approved upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the minutes were approved.

**RESIDENT COUNCIL REPORT:** NONE

#### **AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:**

Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

**APRIL, 2020 FINANCIAL REPORTS:** Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

**RESOLUTION 248** Board of Commissioners for DHA Corp authorizes the Executive Director to enter into A joinder contract with Memphis Housing Authority to utilize and contract with Revize in a total amount not To exceed ninety-nine dollars and twelve cents (\$99.12). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**CHAIRMAN REPORT:** NONE

**NEW BUSINESS:** NONE

**ADJOURNMENT:** The DHA CORP. Board Meeting was adjourned by 6:15 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting were adjourned.



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#### BY ZOOM VIDEO CONFERENCE:

Domenico Chieffalo  
Michael Dapolite  
Kim Nolan

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the HACD CORP was held on Thursday, June 18, 2020 at 5:58pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Yamin and seconded by Commissioner Chairman Chieffalo the meeting was call to order.

**PUBLIC COMMENTS:** NONE

**APPROVAL OF MINUTES-JUNE 18th REGULAR MEETING:** The minutes of June, 2020 Regular Meeting was unanimously approved upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the minutes were approved.

**RESIDENT COUNCIL REPORT:** NONE

**AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:** Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

**APRIL, 2020 FINANCIAL REPORTS:** Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

**RESOLUTION 330** the Board of Commissioners for the HACD Corp. authorizes the Executive Director to amend the Residence Caused Damages Price List. Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 331** HACD CORP's Board of Commissioners authorizes the Executive Director to exercise the fourth (4th) and final year option to extend the contract for Electrical Services with Shock Electrical in an amount not-to-exceed five hundred dollars (\$500.00). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 332** HACD CORP's Board of Commissioners authorizes the Executive Director to exercise the first (1<sup>st</sup>) year option to extend the contract for Tree Services with Budget Tree Services in an amount not to exceed five hundred dollars (\$500.00). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 333** HACD CORP's Board of Commissioners authorizes the Executive Director to exercise the second (2<sup>nd</sup>) year option to extend the contract for Pest Control Services with EB Exterminating in an amount not to exceed nine hundred ninety dollars (\$990.00). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 334** Board of Commissioners for HACD Corp authorizes the Executive Director to enter into A joinder contract with Memphis Housing Authority to utilize and contract with Revize in a total amount not to exceed ninety-nine dollars and twelve cents (\$99.12). Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**RESOLUTION 335** HACD Corp's Board of Commissioners authorizes the Executive Director to award the contract and enter into a Memorandum of Agreement, upon conditions being met, effective July 1, 2020 or such date as determined by both parties for a one (1) year contract with four (4) one year option extensions. Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

**CHAIRMAN REPORT:** NONE

**NEW BUSINESS:** Discussion on 98 Elm Street whether to keep it and have vouchers participants, sell 98 Elm, and or let the City of Danbury bring in Pacific House Agency run their program and manage the building. Executive Director will put a scope together get 3 bids for appraisal and go from there.

**ADJOURNMENT:** The HACD CORP. Board Meeting was adjourned by 6:35 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting were adjourned.