



## THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, VICE CHAIRMAN  
STANLEY WATKINS, TREASURER  
ROSE MORRISON, COMMISSIONER  
PAUL ESTEFAN, COMMISSIONER

MARY C. SISTRUNK, EXECUTIVE DIRECTOR

### MINUTES

#### BOARD OF COMMISSIONERS

#### REGULAR MEETING

JULY 21, 2016

#### COMMISSIONERS PRESENT:

Domenico Chieffalo  
Raymond Yamin  
Paul Estefan  
Stan Watkins  
Rose Morrison

#### STAFF PRESENT:

Mary C. Sistrunk  
Jackie Elam  
Jennifer Delaney  
Devin Marra  
Dionne Carr  
Kim Nolan

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury was held on July 21 2016 at 5:30 pm, at Laurel Gardens 385 Main Street Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and / or comments. Upon motion by Commissioner Watkins and second by Commissioner Estefan, the meeting was call to order.

**PUBLIC COMMENTS:** NONE

**APPROVAL OF MINUTES-JULY 2016 REGULAR MEETING:** The minutes of July, 2016 Regular Meeting were unanimously approved upon motion by Commissioner Watkins and second by Commissioner Estefan.

**RESIDENT COUNCIL REPORT:** NONE

**AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER:** Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer

**FINANCIALS, PHAS INDICATORS & CHECK REGISTER-MAY, 2016:** Financials, PHAS Indicator and Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

**RESOLUTION 1326** the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to submit to the State of Connecticut Department of Housing Resident Services Coordinator Program Management Plan and not to exceed \$20,950 award to fund the Resident Services Coordinator Program. Upon motion by Commissioner Watkins and second by Commissioner Estefan the resolution was unanimously adopted.

**RESOLUTION 1327** the Housing Authority of the City of Danbury's Board of Commissioners authorizes the Executive Director to incorporate the Eligibility of College Students into the Section 8 Administrative Plan Chapter 2, page 15, effective immediately. Upon motion by Commissioner Estefan and second by Commissioner Yamin the resolution was unanimously adopted.

**RESOLUTION 1328** the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to submit the Annual Progress Report to the U.S. Department of Housing & Urban Development for Shelter Plus Care Grant CT0003L1E051307, for the reporting year May 1, 2015 through April 30, 2016. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

**RESOLUTION 1329** the Housing Authority of the City of Danbury's Board of Commissioners authorizes the Executive Director to submit the Annual Demographics Report of its Transitional Living Program to the Department of Social Services for the reporting year of January 1, 2016 through June 30, 2016. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

**RESOLUTION 1330** that the Board of Commissioners of the Housing Authority of the City of Danbury authorizes the Executive Director to negotiate a contract for property management services for the low income housing tax credit project for fifty-eight units located in Fairfield Ridge. Upon motion by Commissioner Estefan and second by Commissioner Yamin the resolution was unanimously adopted.

**RESOLUTION 1331** that the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to execute a contract for banking services with the Savings Bank of Danbury. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

**RESOLUTION 1332** that the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to submit a one-time grant in aid in the amount five thousand dollars (\$5,000.00) to the City to be utilized to support continued operation of the City of Danbury Emergency Homeless Shelter. Upon motion by Commissioner Watkins and second by Commissioner Yamin the resolution was unanimously adopted.

**CHAIRMAN'S REPORT:** NONE

**NEW BUSINESS:** NONE

**ADJOURNMENT:** The HACD Meeting was adjourned by 6:00 pm upon motion by Commissioner Estefan, seconded by Commissioner Yamin.



## THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, VICE CHAIRMAN  
STANLEY WATKINS, TREASURER  
ROSE MORRISON, COMMISSIONER  
PAUL ESTEFAN, COMMISSIONER

MARY C. SISTRUNK, EXECUTIVE DIRECTOR

### MINUTES

#### BOARD OF COMMISSIONERS

#### REGULAR MEETING

JULY 21, 2016

#### COMMISSIONERS PRESENT:

Domenico Chieffalo  
Raymond Yamin  
Paul Estefan  
Stan Watkins  
Rose Morrison

#### STAFF PRESENT:

Mary C. Sistrunk  
Jackie Elam  
Jennifer Delaney  
Devin Marra  
Dionne Carr  
Kim Nolan

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the DHA CORP was held on July 21 2016 at 5:30 pm, at Laurel Gardens 385 Main Street Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and / or comments. Upon motion by Commissioner Estefan and second by Commissioner Watkins, the meeting was call to order.

**PUBLIC COMMENTS:** NONE

**APPROVAL OF MINUTES-JULY 2016 REGULAR MEETING:** The minutes of July, 2016 Regular Meeting were unanimously approved upon motion by Commissioner Watkins and second by Commissioner Estefan.

**RESIDENT COUNCIL REPORT:** NONE

**AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER:** Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer

**FINANCIALS, PHAS INDICATORS & CHECK REGISTER-MAY, 2016:** Financials, PHAS Indicator and Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

**RESOLUTIONS:** NONE

**CHAIRMAN'S REPORT:** NONE

**NEW BUSINESS:** NONE

**ADJOURNMENT:** The DHA Meeting was adjourned by 6:02 pm upon motion by Commissioner Estefan, seconded by Commissioner Yamin.



## THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, VICE CHAIRMAN  
STANLEY WATKINS, TREASURER  
ROSE MORRISON, COMMISSIONER  
PAUL ESTEFAN, COMMISSIONER

MARY C. SISTRUNK, EXECUTIVE DIRECTOR

### MINUTES

#### BOARD OF COMMISSIONERS

#### REGULAR MEETING

JULY 21, 2016

#### COMMISSIONERS PRESENT:

Domenico Chieffalo  
Raymond Yamin  
Paul Estefan  
Stan Watkins  
Rose Morrison

#### STAFF PRESENT:

Mary C. Sistrunk  
Jackie Elam  
Jennifer Delaney  
Devin Marra  
Dionne Carr  
Kim Nolan

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the HACD CORP was held on July 21 2016 at 5:30 pm, at Laurel Gardens 385 Main Street Danbury, CT. Please contact Carolyn Sistrunk at (203) 743-8822 with any questions and / or comments. Upon motion by Commissioner Estefan and second by Commissioner Watkins, the meeting was call to order.

**PUBLIC COMMENTS:** NONE

**APPROVAL OF MINUTES-JULY 2016 REGULAR MEETING:** The minutes of July, 2016 Regular Meeting were unanimously approved upon motion by Commissioner Watkins and second by Commissioner Estefan.

**RESIDENT COUNCIL REPORT:** NONE

**AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER:** Public Housing reviewed by Michael Dapolite-Asset Manager, HCV Housing reviewed by Jackie Elam-Chief Operating Officer

**FINANCIALS, PHAS INDICATORS & CHECK REGISTER-MAY, 2016:** Financials, PHAS Indicator and Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

**RESOLUTION 250** that the Board of Commissioners for the HACD CORP authorizes the Executive Director to execute a contract for banking services with the Savings Bank of Danbury. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

**CHAIRMAN'S REPORT:** NONE

**NEW BUSINESS:** NONE

**ADJOURNMENT:** The HACD CORP Meeting was adjourned by 6:05 pm upon motion by Commissioner Yamin, seconded by Commissioner Watkins.