



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

JULY 23, 2020

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Rose Morrison

STAFF PRESENT:

Jeff M. Rieck
Jackie Elam
Jeff Pagelson
Dionne Carr

BY ZOOM VIDEO CONFERENCE:

Devin Marra
Michael Dapolite
Jennifer Delaney
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD was held on Thursday, July 23, 2020 at 5:30pm, 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-JULY 23rd REGULAR MEETING: The minutes of July 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.

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

RESOLUTION 1605 HACD Board of Commissioners authorizes the Executive Director to execute an amendment to the Housing Assistance Payment Contract, effective September 1, 2020, increasing the Contract Rents and Utility Allowances for contract CT26-H045-017 known as Fairfield Ridge/Mill Ridge (a.k.a. 30 units). Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

Unit Size	Current Contract Rent	DOH Approved Contract Rent	Difference
2 bedroom	949.00	963.00	\$14.00
3 bedroom	1079.00	1095.00	\$16.00

Unit Size	Current Utility Allowance	DOH Approved Utility Allowance	Difference
2 bedroom	240.00	251.00	\$11.00
3 bedroom	314.00	328.00	\$14.00

RESOLUTION 1606 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to hereby accept the revisions to the Parking Policy and Regulations, specifically adding a \$40.00 fine for vehicles parked in areas not designated for parking, and penalty for possessing a fraudulent parking permit, effective August 1, 2020. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

RESOLUTION 1607 HACD Board of Commissioners authorizes the Executive Director to submit the Annual Progress Report to the U.S. Department of Housing & Urban Development for Shelter Plus Care Grant CT0003L1E051811, for the reporting year May 1, 2019 through April 30, 2020. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

RESOLUTION 1608 Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to execute a contract for Modernization Management and Planning Services with J. D 'Amelia & Associates in an amount not-to-exceed fifty thousand dollars (\$50,000.00). Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

RESOLUTION 1609 Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director or the Chief Financial Officer as designee to submit to CHFA the unaudited financial statements for the six months ended June 30, 2020. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

RESOLUTION 1610 Housing Authority of the City of Danbury's Board of Commissioners authorizes the Executive Director to execute and submit the 2020-2021 Resident Services Coordinator Management Plan and expenditures. This will allow the agency to receive an award of \$21,120 for the period of July 1, 2020 through June 30, 2021. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted

RESOLUTION 1611 the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to accept applications for its 25 & 30 Unit – 2-bedroom, multi-family housing program waiting list via online application, opening Tuesday, August 4th, 2020 at 9:00AM closing Tuesday, August 18th, 2020 at 4:00PM. One hundred (100) applicants will then be selected using an electronic random lottery method, provided by the Housing Authority's existing software vendor Management Computer Services, on Thursday, August 27th. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

RESOLUTION 1612 Board of Commissioners of the Housing Authority of the City of Danbury authorizes the Executive Director to amend the Agency's Disposition Policy effective immediately. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

RESOLUTION 1613 Board of Commissioners of the Housing Authority of the City of Danbury authorizes the Executive Director to properly dispose of a black 2016 Buick Encore, with the Vehicle Identification Number KL4CJHSB7GB745313, in accordance with the Agency's Disposition Policy. Upon motion by Commissioner Yamin, and second by Chairman Chieffalo and verbally by Commissioner Morrison the resolution was unanimously adopted.

CHAIRMAN'S REPORT: Parking Lot paving look fantastic here at the HACD Agency main office. Concerns and questions on the Zoom Meeting not being very secure, issues and hacking because of other agencies, business etc. has had hacking into their zoom meetings. The Executive Director will research securing the zoom meetings and looking into if the host of the zoom meeting can mute the hacker and or prevent the hacking and any other issues pertaining to securing the zoom meetings.

NEW BUSINESS: None

EXECUTIVE SESSION: Discuss strategy and negotiation regarding pending litigation. Vice Chairman Yamin motion to come out of Executive Session second by Commission Morrison. All in favor, Chairman Chieffalo, Vice Chairman Yamin, and Commissioner Morrison.

Resolution 1614: Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to ratify the stipulated agreement in accordance with the discussions in Executive Session related to pending litigation.

ADJOURNMENT: The HACD Meeting was recessed at 6:15pm, the HACD Meeting was reopen at 6:25pm for the Executive Session. The Executive Session, HACD meeting adjourned by 6:55 pm. Upon motion by Vice Chairman Yamin and seconded by Chairman Chieffalo, verbally by Commissioner Morrison the meeting was adjourned.



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Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the DHA CORP was held on Thursday, July 23, 2020 at 5:30pm, 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-JULY 23rd REGULAR MEETING: The minutes of July 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.

MAY 2020 FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 249 Board of Commissioners for DHA Corp authorizes the Executive Director to execute a contract for Modernization Management and Planning Services with J. D'Amelia & Associates in an amount not-to-exceed five thousand dollars (\$5,000.00) per year, two one-year term at \$5000.00 a year. 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 6:20 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting was adjourned.



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PUBLIC COMMENTS: NONE

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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.

MAY 2020 FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 336 Board of Commissioners for HACD Corp authorizes the Executive Director to execute a contract for Modernization Management and Planning Services with J. D'Amelia & Associates in an amount not-to-exceed five thousand dollars (\$5,000.00) per year, two one-year term at \$5000.00 a year. Upon motion by Commissioner Yamin and second by Chairman Chieffalo & verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 337 Board of Commissioners of the HACD Corp authorizes the Executive Director to amend the Agency's Disposition Policy. 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 CORP. Board Meeting was adjourned by 6:22 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting was adjourned.