



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

DECEMBER 15, 2016

COMMISSIONERS PRESENT:

Domenico Chieffalo
Paul Estefan
Stan Watkins

STAFF PRESENT:

Mary C. Sistrunk
Kathy Quallen
Jackie Elam
Jennifer Delaney
Devin Marra
Kevin Barry
Dionne Carr
Kim Nolan
Bruce Whitaker

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury will be held on December 15, 2017 at 5:30 pm, at HACD 2 Mill Ridge Road 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 Chieffalo, the meeting was called to order.

PUBLIC COMMENTS: NONE

EXECUTIVE SESSION: Discuss Fairfield Ridge Tax Credit Project, Resolutions HACD-1369, DHA-210 HACDCORP-258

APPROVAL OF MINUTES-NOVEMBER 2016 REGULAR MEETING: The minutes of December, 2016 Regular Meeting were unanimously approved upon motion by Commissioner Watkins and second by Commissioner Chieffalo

RESIDENT COUNCIL REPORT: NONE

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

OCTOBER, 2016 FINANCIALS, PHAS INDICATOR & CHECK REGISTER REPORTS: Financials, PHAS Indicator & Check Register Reports reviewed by Kathleen Quallen Chief Financial Officer

RESOLUTION 1360 the HACD Board of Commissioners authorizes the Executive Director hereby to adopt a WATER USE BAN. Upon motion by verbally Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1361 the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Executive Director to to approve two-hundred eighty one and three-quarter hours (281.75) to be carried over into 2017, for four (4) administrative employees. Upon motion by Commissioner Watkins and second by Commissioner Chieffalo the resolution was unanimously adopted.

RESOLUTION 1362 Housing Authority of the City of Danbury's Board of Commissioners authorizes the Executive Director to execute all documents necessary into amend and extend the contract with the State of Connecticut's Department of Housing for its Transitional Living Program (98 Elm Street) in the amount of three hundred forty eight thousand, four hundred twenty seven dollars (\$348,427.00) during the period of October 1, 2012 through June 30, 2017. Upon motion by Commissioner Watkins and second by Commissioner Chieffalo the resolution was unanimously adopted.

RESOLUTION 1363 the Board of Commissioners for the HACD authorizes the Executive Director to submit a proposed FY 2017 Federal Budget to the Department of Housing and Urban Development. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1364 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to provide an annual cost of living adjustment of three percent for those staff members identified above for the period beginning January 1, 2017. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1365 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to pay up to six unused sick days to individual staff members at a rate of seventy-five percent of regular pay prior to the end of calendar year 2016. The total amount of sick pay for all staff members combined is not to exceed \$28,000.00. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1366 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to exercise the second (2nd) year option to extend the contract with LoStocco Refuse Services, LLC, Inc. for refuse services. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1367 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to exercise the third (3rd) year option to extend the contract with Eagle Elevator Company, Inc. for elevator maintenance services. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

RESOLUTION 1368 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to execute a contract with Daniel Penn Associates, LLC to develop a new Inventory Management System in the amount not-to-exceed (NTE) forty six thousand nine hundred twenty four dollars (\$46,924.00). Upon motion by Commissioner Estefan and second by Commissioner Chieffalo the resolution was unanimously adopted.

CHAIRMAN'S REPORT: NONE

NEW BUSINESS: NONE

ADJOURNMENT: The HACD Meeting was adjourned by 6:20 pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.



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CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the DHA CORP was held on December 15, 2017 at 5:30 pm, at HACD 2 Mill Ridge Road 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-NOVEMBER 2016 REGULAR MEETING: The minutes of December, 2016 Regular Meeting were unanimously approved upon motion by Commissioner Estefan and second by Commissioner Chieffalo

RESIDENT COUNCIL REPORT: NONE

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

OCTOBER, 2016 FINANCIALS, Financials Reports reviewed by Kathleen Quallen Chief Financial Officer

RESOLUTION 208 the DHA CORP Board of Commissioners authorizes the Executive Director to adopt a WATER USE BAN Upon motion by Commissioner Watkins and second by Commissioner Chieffalo the resolution was unanimously adopted.

RESOLUTION 209 the Board of Commissioners of DHA CORP hereby authorizes the Executive Director to exercise the second (2nd) year option to extend the contract with LoStocco Refuse Services, LLC, Inc. for refuse services. Upon motion by Commissioner Estefan and second by Commissioner Watkins the resolution was unanimously adopted.

CHAIRMAN'S REPORT: NONE

NEW BUSINESS: NONE

ADJOURNMENT: The DHACORP Meeting was adjourned by 6:29 pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.



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CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD CORP was held on December 15, 2017 at 5:30 pm, at HACD 2 Mill Ridge Road 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 Chieffalo, the meeting was call to order.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES-NOVEMBER 2016 REGULAR MEETING: The minutes of December, 2016 Regular Meeting were unanimously approved upon motion by Commissioner Estefan and second by Commissioner Chieffalo

RESIDENT COUNCIL REPORT: NONE

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

OCTOBER, 2016 FINANCIALS, Financials Reports reviewed by Kathleen Quallen Chief Financial Officer

RESOLUTION 256 the HACD CORP Board of Commissioners authorizes the Executive Director to adopt a WATER USE BAN Upon motion by Commissioner Watkins and second by Commissioner Chieffalo the resolution was unanimously adopted.

RESOLUTION 257 the Board of Commissioners of HACD CORP hereby authorizes the Executive Director to exercise the second (2nd) year option to extend the contract with LoStocco Refuse Services, LLC, Inc. for refuse services. 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 6:40 pm upon motion by Commissioner Estefan, seconded by Commissioner Watkins.