



Housing Authority of the City of Danbury

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DOMENICO CHIEFFALO, CHAIRMAN
RAYMOND YAMIN, COMMISSIONER
STANLEY WATKINS, COMMISSIONER
MARY TEICHOLZ, COMMISSIONER
JAMES ZEH, RESIDENT COMMISSIONER

M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF DANBURY BOARD OF COMMISSIONERS NOVEMBER 17, 2011

COMMISSIONERS PRESENT:

Domenico Chieffalo	Mary Teicholz
Raymond Yamin	James Zeh
Stan Watkins	

STAFF PRESENT:

M. Carolyn Sistrunk	Devin Luciano
Michael Dapolite	Elizabeth Meurer
Jackie Elam	

ATTENDEES:

Floyd Banks	Rose Morrison
Paul DeLuca	Kim Nolan – Legal Counsel
Ruth Hoggard	

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CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the Housing Authority of the City of Danbury was called to order at 5:31 PM at HACD Headquarters, 2 Mill Ridge Road, Danbury, Connecticut 06811. Upon motion, the meeting was called to order by Commissioner Zeh and seconded by Commissioner Yamin.

PUBLIC COMMENTS: Paul DeLuca thanked Ms. Sistrunk and the Housing Authority for what they did at Glen Apartments when they had the storm and no power. Commissioner Zeh commented on the report made by Mr. Banks at the October 20, 2011 Board of Commissioners Meeting. Ruth Hoggard offered to educate people by going to meetings at the properties to explain the purpose of the Resident Council, how Commissioner Zeh helps the Resident Council, the difference between the Board and the Resident Council, and Commissioner Zeh as the Resident Commissioner. Chairman Chieffalo explained that Commissioner Zeh is the liaison between the Resident Council and the Board of Commissioners.

APPROVAL OF MINUTES: The minutes of the November 17, 2011 Regular Meeting of the HACD were unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.



CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT: Ruth Hoggard reported that the Resident Council met on November 14, 2011. Due to departures and vacancies, they reschedule their annual meeting, usually held in November, to January 23, 2012. Finances were reviewed with Ms. Sistrunk. They are working on the memorandum of understanding. Nomination forms will be delivered on November 28, 2011 to be returned by December 13, 2011. The ballots will go out January 2, 2012 with a return date of January 17, 2012.

AUTHORITY MANAGEMENT REPORT: The HACD's Executive Director reviewed the Operational Results for November 2011 as well as an update of the Ives Manor Inspection, and the HUD Public Housing Agency Recovery & Sustainability Onsite Assessment Plan. Ms. Sistrunk added that we have applied for vacancy reduction funding through the City's 2012 Block Grant Application Program for the 27 vacancies at Mill Ridge.

FINANCIAL OPERATING STATEMENT: The financial statement for the September 2011 operating period was unanimously accepted by the Board. Mr. Goodfriend provided an additional Summary Operating Statement containing more details.

FOLLOW-UP OF NOVEMBER 17, 2011 BOARD MEETING: Ms. Sistrunk provided some clarity regarding the new State law relating to the selection of a Resident Commissioner.

RESOLUTIONS AND INFORMATIONAL ITEMS

- A. RESOLUTION 957** authorizes the Executive Director to implement the 2012 Board of Commissioners' Meeting Calendar. A correction was made to the calendar to read March 15, 2011 rather than March 16, 2011. The resolution was unanimously approved upon motion by Commissioner Teicholz and seconded by Commissioner Watkins.
- B. RESOLUTION 958** authorizes the Executive Director to approve the addition of language to its Rent Collection Policy addressing writing off uncollected tenant accounts determined as bad debt, effective immediately. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.
- C. RESOLUTION 959** authorizes the Executive Director to enter into a temporary contract with People's Power & Gas in the amount of \$.0825 per kWh for a term of 2-3 months. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.
- D. RESOLUTION 960** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Admissions & Continued Occupancy Policy, specifically to include the timeframe for providing social security numbers for applicants and tenants, to assure compliance with both Federal and State regulations effective immediately. The resolution was unanimously approved upon motion by Commissioner Watkins and seconded by Commissioner Teicholz.



CHAIRMAN'S REPORT: No Report

NEW BUSINESS: No New Business

ADJOURNMENT: The adjournment (6:16 PM) of the Regular Meeting of the Board of Commissioners for the HACD was unanimously approved upon motion by Commissioner Teicholz and seconded by Commissioner Watkins.

