

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on February 9, 2023 via ZOOM computer audio/video and telephone conference call. The meeting was called to order at 12:05 p.m. by Chairwoman Mary DeSarbo.

ROLL CALL: Chairwoman Mary DeSarbo
Commissioner Phillip Goldblatt
Commissioner Robin LaFrance
Executive Director, Hazelann B. Cook
Finance Director, Beth Brooks
Facilities Manager, Gabe Dadio
Steven Ball, JDA Consultant

Absent: Deputy Director, Denise DeMaio

PUBLIC OPINION: None.

APPROVAL OF PREVIOUS MINUTES: Commissioner John Cabral, Jr., made a motion to accept the minutes from the January 12, 2023 meeting; seconded by Commissioner Robin LaFrance. **Motion carried.**

EXECUTIVE DIRECTOR'S REPORT:

COVID-19 Update: Mrs. Cook and Gabe Dadio reported that there have been very few cases of COVID, and one of our maintenance employees had it but is now recovered.

Congregate Housing SSHP Grant: Steve Ball reported that the Construction Manager has been putting together the bid packages for all the sub-trades. He has been in touch with the CHRO to be sure he is following all the regulations relative to that. Steve further reported that they had a meeting about two weeks ago and everything should be ready to obtain the pricing and bids for the sub-trades. At that point the Housing Authority will need to advertise on the DAS website and the local newspaper, and about three weeks after that we should have the final numbers, for the grant documents. The target for the completion of this process is the end of May 2023, and begin work this summer provided the bids come in within the budgeted amount.

Discussion took place regarding the holding units and moving tenants during the rehab. Mrs. Cook, Steve and Gabe will meet to discuss this in the near future.

Affordable Housing Priority Needs Grant: Steve Ball next reported that the Affordable rehabilitation project continues to move along. The new heating systems are in, the bathrooms have been redone, and the retaining wall and the back decks are completed. The exterior siding work will begin next week and Steve reported that within the next 30-days everything should be done except for the paving, which will be done in the spring.

Damaged Units Due to Frozen Pipes: Mrs. Cook reported that in anticipation of the recent cold-snap the staff contacted every resident to be sure they kept the faucets dripping to prevent freezing, but in addition to keeping the heat pumps on, that they also turn on the electric baseboard heaters. She further explained that the heat pumps alone do not work well in sub-zero temperatures.

Even though the tenant and the family of this particular tenant had been notified to keep the heat on, the heat was turned off and the unit was left vacant for several days, which caused the pipes to freeze and burst, causing significant damage to the unit below. Gabe Dadio reported that the work to be done to rehab the unit will be both lengthy and costly. We are submitting the claim to the insurance company, and the deductible is \$5,000. The tenant below has been moved to another unit. There was another unit at Centerville that had frozen pipe water damage, but that unit is not as damaged as the one at Hamden Village.

New Town Charter Regarding Commissioners: Mrs. Cook reported that the reappointments have not yet been approved. She spoke with Mayor Garrett and was informed that there is a new Town Charter and the term limit for commissioners is now 12 years. Mrs. Cook further reported that Chairwoman DeSarbo contacted her because she received a letter from the Town to attend a mandatory meeting of all commissioners. The Chairwoman went on to explain that the Hamden Housing Authority is autonomous from the Town and she thought that all Housing Authorities follow State of Connecticut State Statutes and not Town Charter. At this time the Chairwoman asks Mrs. Cook to contact our attorney for clarification.

CORRESPONDENCE: None.

IN-HOUSE TREASURER'S REPORT: Beth Brooks reviewed the January 2023 bills. Commissioner Goldblatt suggested HHA check to see if there are suppliers that may offer a more cost-effective rates for electricity.

The audit has been completed, but the hard copies have not arrived yet. The audit will be reviewed at the March 2023 meeting so they can get the reports to the State. Beth and Hazelann also said that they will share some of the ideas the auditors offered regarding charging office rent to the programs we support.

OLD BUSINESS:

Washer and Dryer Report: Mrs. Cook reported that \$907.75 was collected this month from the machines.

Centerville Village, Hamden Village & Mt. Carmel Village Updates – No report.

Congregate Housing & Assisted Living Update – No report.

Affordable Housing Update: No report.

Section 8 Update: No report.

Maintenance Update: Gabe Dadio reported that the Affordable Rehab is going well, and the staff has been able to prepare a lot of the vacant units for renting.

NEW BUSINESS:

Kindness Day – Mrs. Cook reported that HHA will sponsor a “Kindness Day” on March 20, 2023. She is currently working on the March Newsletter that will promote this issue, and the ice cream truck will visit all the Villages so the residents can enjoy a sweet treat on that day.

Fourth of July Picnic – Mrs. Cook next reported that Fourth of July Picnic will be held this year.

Election of Officers: The election of the Board of Commissioners was held.

For the purposes of the election, Hazelann Cook – Executive Director – assumed the Office of the Chairman of the Board of Commissioners.

Chairman Cook cast one (1) ballot for the following nominations:

Office of Chairperson – Commissioner Mary DeSarbo
Office of Vice Chairman – Commissioner John Cabral, Jr.
Office of the Treasurer – Commissioner Philip Goldblatt
Office of the Secretary – Commissioner Robin LaFrance

Chairman Cook called for the nominations three (3) times. No other nominations were made and the nominations were closed. The Secretary cast one (1) ballot to accept the slate of officers as presented.

Motion Carried.

EXECUTIVE SESSION: At 12:45 p.m. a motion was made by Commissioner Goldblatt; seconded by Commissioner Cabral, Jr. to move into Executive Session. **Motion carried.** Tenant matters were discussed.

At 1 p.m. Commissioner Goldblatt made a motion to close Executive Session; seconded by Commissioner Cabral, Jr. **Motion carried.**

ADOURNMENT: A motion was made by Commissioner Goldblatt, and seconded by Commissioner Cabral, Jr. to adjourn the meeting. **Motion carried.** The meeting was adjourned at 1:05 p.m.

Respectfully submitted,

Robin LaFrance, Secretary

2/9/2023