

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on March 9, 2023 at the Hamden Housing Authority Office – 51 Worth Avenue, Hamden, Connecticut. The meeting was called to order at 12:45 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
Deputy Director, Denise DeMaio

PUBLIC OPINION: None.

APPROVAL OF PREVIOUS MINUTES: Commissioner Phillip Goldblatt made a motion to accept the minutes from the February 9, 2023 meeting; seconded by Commissioner John Cabral, Jr. **Motion carried.**

EXECUTIVE DIRECTOR'S REPORT:

Congregate Housing SSHP Grant: Mrs. Cook said things have not really evolved since last month. The Construction Manager is waiting on CHRO for clarification on the set-aside requirements. She further reported that she and Steve Ball (JDA Consultant) are in the process of setting up meetings with CHFA.

Affordable Housing Priority Needs Grant: Gabe Dadio, Facilities Manager, reported the contractor is working on the indoor punch-lists, and the exterior siding is currently being done. The concrete and asphalt work is pending and will begin once the threat of winter weather passes.

Mrs. Cook and Gabe Dadio reported that we are looking into putting solar panels on the affordable housing units to assist the tenants in managing their electric bills.

Damaged Units Due to Frozen Pipes: Mrs. Cook reported on the units damaged by the frozen pipes that she discussed last month. The cost to repair these units has exceeded the \$5,000 deductible and HHA will be billing the tenant who shut off the heat causing the pipes to freeze and burst. Unfortunately, the tenant in the unit below has suffered greatly – she lost a great deal of her personal belongings and had to be moved out of her unit. HHA has provided the tenant with meals, and has been able to locate some furniture to replace some of the items lost. In addition, HHA staff has been working closely with the tenant to assist in setting up her phone and cable services.

Board of Commissioners - Update: Mrs. Cook reported that HHA has submitted the resume and letter of interest to the Town for Helen Wong, who has expressed an interest in serving on the Board. Ms. Wong has a long career of working with senior citizens and would be a great asset to our Board.

Mrs. Cook also reported that at the request of the Legislative Council President, Dominic Baez, she and Chairwomen DeSarbo had a meeting with her and two other Legislative Council members. The members of the Council were provided with detailed information about the programs and services HHA provides, and a tour of all HHA properties.

CORRESPONDENCE: None.

IN-HOUSE TREASURER'S REPORT:

Monthly Bills - Beth Brooks reviewed and discussed the February 2023 bills.

Year End Audit - Beth Brooks next provided the Board members with the hard copies of the completed Year End June 30, 2022 audit report from Maletta & Company CPAs. Beth reported that there were no findings or recommendations and it was a good audit. She also presented the Board members with a Management Letter from the audit regarding Section 8 HQS inspections.

Budgets – Beth Brooks and Mrs. Cook next reviewed the July 1, 2023-June 30, 2024 Budgets. At the suggestion of the auditor, Beth reviewed a new procedure for the allocation of funds across several of our programs.

Beth next discussed base rent increases – Mrs. Cook added that there have not been any base rent increases in three-years, except for the subsidized units.

At Hamden Village a \$25 base rent increase is proposed for the cottage units, and \$100 increase for the two-story apartments. Mrs. Cook explained that the two-story apartments are subsidized so the increase would be absorbed by the subsidy. She further explained that a comment period was provided to the tenants about the proposed base rent increases, but there were no statements or calls from any tenants disputing the increases.

A motion was made by Commissioner Goldblatt and seconded by Commissioner Cabral, Jr. to accept the base rent increases at Hamden Village effective May 1, 2023 as follows: The cottage units base rents will increase by \$25; and the two-story apartments base rents will increase by \$100. **Motion carried. RESOLUTION ATTACHED.**

Beth and Mrs. Cook next discussed that HHA will be increasing the utility allowances for tenants at Centerville Village and Mt. Carmel. The increases are: \$55 to \$81 for the efficiency units and \$75 to \$104 for the one-bedroom units. This allowance which is deducted from the tenant share of the rent, will provide rent relief to many of the tenants.

Mrs. Cook explained that the Hamden Village Budget needs to be submitted by April 1, 2023, so that is the only budget that needs to be approved at this meeting.

A motion was made by Commissioner Goldblatt; and seconded by Commissioner Cabral, Jr. to accept the 2023-2024 Budget for Hamden Village. **Motion carried. RESOLUTION ATTACHED.**

The budgets for the other villages and programs will be voted on at the next Board meeting, since those budgets are submitted at a later date.

OLD BUSINESS:

Washer and Dryer Report: Mrs. Cook reported that \$892.75 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: Denise DeMaio reported that the notice of public hearing and 45-day comment period for the Section 8 Annual Plan has been advertised, and is posted on the website. The public hearing date is April 13, 2023 at 10 a.m.

Maintenance Update: Gabe Dadio reported that the Affordable Rehab is going well.

NEW BUSINESS:

EXECUTIVE SESSION: At 1:55 p.m. a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Goldblatt to move into Executive Session. **Motion carried.**

Tenant matters were discussed.

At 2:10 p.m. Commissioner Goldblatt made a motion to close Executive Session; seconded by Commissioner Cabral, Jr. **Motion carried.**

ADJOURNMENT: A motion was made by Commissioner Goldblatt, and seconded by Commissioner Cabral, Jr. to adjourn the meeting. **Motion carried.** The meeting was adjourned at 2:11 p.m.

Respectfully submitted,

Robin LaFrance, Secretary

3/9/2023

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Respectfully submitted,

Robin LaFrance, Secretary

3/9/2023

RESOLUTION 2023-02

Be it resolved, on a motion made by Commissioner Goldblatt and seconded by Commissioner Cabral, Jr. the Hamden Housing Authority does hereby accept 2023-2024 Budget for Hamden Village.

Chairwoman DeSarbo, upon calling for a roll call, the "Ayes" and "Nays" are as follows:

Ayes

Nays

Absent

Commissioner John Cabral, Jr.
Commissioner Phillip Goldblatt
Commissioner Robin LaFrance

Respectfully submitted,

Robin LaFrance, Secretary
3/9/2023

RESOLUTION 2023-01

Be it resolved, on a motion made by Commissioner Goldblatt and seconded by Commissioner Cabral, Jr. the Hamden Housing Authority does hereby accept the following base rent increases effective May 1, 2023: \$25 per month for the Hamden Village Cottage efficiency and one-bedroom units; and \$100 per month for Hamden Village Extension units.

Chairwoman DeSarbo, upon calling for a roll call, the "Ayes" and "Nays" are as follows:

Ayes

Nays

Absent

Commissioner John Cabral, Jr.
Commissioner Phillip Goldblatt
Commissioner Robin LaFrance

Respectfully submitted,

Robin LaFrance, Secretary
3/9/2023