

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on Thursday, August 10, 2023 at the Hamden Housing Authority Office, 51 Worth Avenue, Hamden, CT 06518. The meeting was called to order at 12:08 p.m.

**ROLL CALL:** Chairwoman Mary DeSarbo  
Commissioner Phillip Goldblatt  
Commissioner John Cabral, Jr.  
Commissioner Robin LaFrance  
Executive Director, Hazelann B. Cook  
Deputy Director, Denise DeMaio  
Finance Director, Beth Brooks  
Facilities Supervisor, Gabe Dadio  
Steve Ball, Consultant  
Ralph Alexander, Attorney

**Absent:** None

**PUBLIC OPINION:** None

**APPROVAL OF PREVIOUS MINUTES:** The minutes from the June 8, 2023 Board of Commissioners meeting were reviewed. Commissioner Cabral, Jr., made a motion to accept the minutes, seconded by Commissioner LaFrance. **Motion carried.**

**EXECUTIVE DIRECTOR'S REPORT:** Mrs. Cook reported that the office renovation, installation of the new garage, and purchase of the new maintenance truck have all been completed. The remaining project is the installation of the solar panels at the Affordable Units, which will take place during this month.

Mrs. Cook next discussed that the waiting list for the Elderly/Disabled Housing Programs is currently open until September 14<sup>th</sup>. On September 15<sup>th</sup> the HHA will conduct the lottery to establish the waiting list. This is all being done in accordance with the State requirements. She further reported that we have experienced an inordinate amount of tenant deaths this year and the current waiting list is fairly depleted, so the staff will be able to start working on filling vacancies within the next month.

**Congregate Housing SSHP Grant:** Mrs. Cook and Steve Ball discussed recent meetings and updates with CHFA. A mid-September closing date is anticipated.

Attorney Alexander discussed the closing for the SSHP Grant and the need for a Resolution to authorize the Executive Director as the designee to sign the Assistance Agreement for the Grant.

A motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Goldblatt that the Hamden Housing Authority will enter into an Assistance Agreement with CHFA for the purpose of obtaining financial assistance in the form of recoverable grant from CHFA of up to 4,000,000.00 for the renovation and/or rehabilitation of the Mt. Carmel Congregate Housing, and that Hazelann B. Cook,

Executive Director, will execute the Assistance Agreement and any other documents necessary for this project. **Motion carried. RESOLUTION ATTACHED.**

**Affordable Housing Priority Needs Grant:** Steve Ball reported there are still a few remaining punch-list for this rehab such, so it is still a work in progress.

**CORRESPONDENCE:** None.

**IN-HOUSE TREASURER'S REPORT:**

**Monthly Bills** - Beth Brooks reviewed the bills for the month of July 2023.

**OLD BUSINESS:**

**Washer and Dryer Report:** The total collected for July 2023 was \$1,163.75

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

**Congregate Housing & Assisted Living Update** – Mrs. Cook reported that we are currently advertising for a weekend cook at Congregate. The current cook and staff members are handling the weekend meals until such time as a cook can be hired.

**Affordable Housing Update:** No report.

**Section 8 Update:** No report.

**Maintenance Update:** No report.

**NEW BUSINESS:** Mrs. Cook reported that Conn-NAHRO has their statewide housing convention and she would like to take five staff members on August 28<sup>th</sup>. She explained there are training sessions available throughout the day that would be beneficial to the staff. The cost would be \$2,125.

In addition, Denise DeMaio discussed that she and the Section 8 Manager will be attending training on August 30 and 31 regarding major changes to the Section 8 Program – how it is to be administered and changes in the rental calculation. These changes are being rolled out between 2024 and 2025 and the Administrative Plan and Policies will need to be updated to reflect these changes. The Commissioners were in agreement that the staff should attend these events.

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

At 1:55 p.m. Commissioner Cabral, Jr. made a motion to close Executive Session; seconded by Commissioner Goldblatt. **Motion carried.**

**ADOURNMENT**: A motion was made by Goldblatt., and seconded by Commissioner Cabral, Jr., to adjourn the meeting. **Motion carried.** The meeting was adjourned at 12:58 p.m.

Respectfully submitted,

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Robin LaFrance, Secretary

8/10/2023

## **RESOLUTION – 2023-14**

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Goldblatt the Hamden Housing Authority does hereby agree to enter into an Assistance Agreement with the Connecticut Housing Finance Authority (CHFA) for the purpose of obtaining financial assistance in the form of recoverable grant from CHFA of up to 4,000,000.00, for the renovation and/or rehabilitation of Mt. Carmel Congregate Housing, and that Hazelann B. Cook, Executive Director, will execute the Assistance Agreement and any other documents necessary for this project.

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

**Ayes**

**Nays**

**Absent**

Commissioner Goldblatt  
Commissioner Cabral, Jr.  
Commissioner LaFrance

Respectfully submitted,

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Robin LaFrance, Secretary  
8/10/2023