

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on Thursday, October 12, 2023 at the Hamden Housing Authority Office, 51 Worth Avenue, Hamden, CT 06518. The meeting was called to order at 12:25 p.m.

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

Absent: Chairwoman, Mary DeSarbo

PUBLIC OPINION: None

APPROVAL OF PREVIOUS MINUTES: The minutes from the September 14, 2023 Board of Commissioners meeting were reviewed. Commissioner Goldblatt, made a motion to accept the minutes, seconded by Commissioner John Cabral, Jr. **Motion carried.**

EXECUTIVE DIRECTOR'S REPORT:

Congregate Housing SSHP Grant: Steve Ball and Attorney Ralph Alexander updated the Board on this project. Steven has been in touch with the contractor and we should get the contract next week. Also, the building permits should be pulled by early next week. Once the Town processes the building permits, then we can start. The timeline for beginning the work on the project looks to be around December 1, 2023.

Affordable Housing Priority Needs Grant: Gabe Dadio reported that the curbs and sidewalks were satisfactorily redone. We are now waiting for the final inspection with the contractor (Tri-Con Construction).

New State Requirement for Commissioners – Mrs. Cook reported that the Commissioners Training will take place during one of the upcoming Board Meetings.

HHA Website – Mrs. Cook reported that our website is running beautifully thanks to the work of employee Vicky Shea. Vicky has provided many updates to the website including, forms, apartment listings, waiting list openings, payment standards, photographs, etc. This allows the public to access information easily, and is proving to be a great time-saving tool for the staff.

CORRESPONDENCE: Mrs. Cook reported that DOH has send out correspondence regarding special gardens in reference to growing marijuana, and gun ownership. She has sent the correspondence on both of these matters to our Attorney for guidance and procedures for revising the Dwelling Lease and No-Smoking Policy.

IN-HOUSE TREASURER'S REPORT:

Monthly Bills – Beth Brooks reviewed the September 2023 bills with the Board members.

Year-End June 30, 2023 Financials – Beth Brooks reviewed the June 30, 2023 Year-End Financials for the Affordable, Elderly (CV/MC), Congregate, Hamden Village Programs, and the federal programs.

Write-Off of Tenant Receivables – Beth next discussed writing off tenant receivables. She stated the total amount is \$15,050.78 broken down as follows: Congregate is \$5,926 and Elderly is \$9,124.78.

A motion was made by Commissioner Goldblatt, and seconded by Commissioner Cabral, Jr. to write-off tenant receivables in the amount of \$15,050.78. **Motion carried. RESOLUTION ATTACHED.**

OLD BUSINESS:

Washer and Dryer Report: The total collected for September 2023 was \$976.

Centerville Village, Hamden Village & Mt. Carmel Village Updates – Mrs. Cook reported that now that the new waiting list has been established, apartments at the Villages are being actively rented.

Congregate Housing & Assisted Living Update – Mrs. Cook reported that Utopia, who is the Assisted Living Component at Congregate, may be leaving Congregate due to lack of resident participation. Mrs. Cook is working on this and will keep the Board posted.

Affordable Housing Update: Gabe Dadio reported that the solar panels are installed and we are waiting for U.I. to make the final inspection.

Section 8 Update: No report.

Maintenance Update: No report.

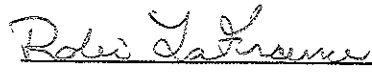
NEW BUSINESS: No report.

EXECUTIVE SESSION: At 1:25 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 1:45 p.m. Commissioner Cabral, Jr. made a motion to close Executive Session; seconded by Commissioner Goldblatt. **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 1:50 p.m.

Respectfully submitted,



Robin LaFrance, Secretary

10/12/2023

RESOLUTION – 2023-15

Be it resolved, on a motion was made by Commissioner Goldblatt, and seconded by Commissioner Cabral, Jr., the Hamden Housing Authority does hereby agree to write off the following uncollectable tenant receivables: Congregate - \$5,926 and Elderly - \$9,124.78.

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

Ayes

Commissioner Goldblatt
Commissioner Cabral, Jr.
Commissioner LaFrance

Nays

Absent

Chairwoman Mary DeSarbo

Respectfully submitted,



Robin LaFrance, Secretary

10/12/2023