

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on Thursday, November 9, 2023 at the Hamden Housing Authority Office, 51 Worth Avenue, Hamden, CT 06518. The meeting was called to order at 12:30 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  
Deputy Director, Denise DeMaio  
Facilities Supervisor, Gabe Dadio

**Absent:** Commissioner John Cabral, Jr.

**PUBLIC OPINION:** None

**APPROVAL OF PREVIOUS MINUTES:** The minutes from the October 12, 2023 Board of Commissioners meeting were reviewed. Commissioner Goldblatt, made a motion to accept the minutes, seconded by Chairwoman DeSarbo. **Motion carried.**

**EXECUTIVE DIRECTOR'S REPORT:**

**Congregate Housing SSHP Grant:** Mrs. Cook is pleased to report that all the paperwork for the rehab has been signed. The permits are currently with the Town and once they are signed, the Contractor can begin. The project will probably begin with the interior of the building, since it's unlikely the Contractor won't be able to begin until December or January. Maintenance has already installed 15 to 16 new walk-in showers, and the remainder will be done as the unit turn-over. Grant funding has been put aside for this purpose. Mrs. Cook reported that only 2 tenants will need to be moved to other units while their units are being rehabbed.

**Affordable Housing Priority Needs Grant:** Gabe Dadio reported that the architect will be doing the final walk-through this week and the project can be closed out at that time.

**New State Requirement for Commissioners** – Mrs. Cook reported that the Commissioners Training will take place during the January 2024 Board meeting, and will be done by Attorney Karen Baldwin Kravitz.

**CORRESPONDENCE:** No report.

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

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

Beth also reported that HHA had the auditors on-site this week, reviewing tenant files for all the programs as well as other financial documents for the 7/1/2022-6/30/2023 year. Preliminary discussions with the auditor indicate HHA is on track for another good audit.

**OLD BUSINESS:**

**Washer and Dryer Report:** The total collected for October 2023 was \$1,012.

**Centerville Village, Hamden Village & Mt. Carmel Village Updates** – Mrs. Cook reported that the vacant apartments continue to be rented.

**Congregate Housing & Assisted Living Update** – Mrs. Cook is pleased to report that Utopia, who is the Assisted Living component at Congregate, will continue at Congregate. Last month she reported Utopia had considered leaving due to lack of participation. HHA has been able to add 5 to 6 new residents to the program, so they have decided to continue the program at Congregate. Utopia has a nurse come into the complex 3 to 4 time per week, and an aide is on-site weekly from 8 a.m. to 8 p.m., so this is a great asset to the facility.

**Affordable Housing Update:** Gabe Dadio reported that the solar panels are installed, and U.I. has inspected and approved 3 of the 4 units. Once they approve the 4<sup>th</sup> unit and the Town does their inspection, the electric meters will be installed and the system will be ready to go.

**Section 8 Update:** Denise DeMaio reported the staff continues to attend HOTMA training in preparation for the updated Section 8 Administrative Plan, and roll out the program 1/1/2025.

**Maintenance Update:** A tenant at Centerville had their car stolen out of the parking lot. Our security cameras were able to pick up movement, but the images were very unclear. Gabe Dadio reported we will be swapping out two of the current parking lot cameras with night-vision equipped cameras.

**NEW BUSINESS:** No report.

**EXECUTIVE SESSION:** At 1:10 p.m. a motion was made by Commissioner Goldblatt; seconded by Chairwoman Mary DeSarbo, to move into Executive Session. **Motion carried.** Tenant matters were discussed.

At 1:25 p.m. Commissioner Goldblatt. made a motion to close Executive Session; seconded by Chairwoman Mary DeSarbo. **Motion carried.**

**ADJOURNMENT:** A motion was made by Commissioner Goldblatt, and seconded by Chairwoman Mary DeSarbo to adjourn the meeting. **Motion carried.** The meeting was adjourned at 1:26 p.m.

Respectfully submitted,



Robin LaFrance, Secretary

11/9/2023