

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on April 11, 2024 at the Hamden Housing Authority Office – 51 Worth Avenue, Hamden, Connecticut. The meeting was called to order at 12:20 p.m. by Executive Director Hazelann B. Cook.

ROLL CALL: Commissioner John Cabral, Jr.
Commissioner Hailey Collins
Commissioner Nichole Jefferson
Commissioner Robin LaFrance
Executive Director, Hazelann B. Cook
Deputy Director, Denise DeMaio
Finance Director, Beth Brooks
Facilities Manager, Gabe Dadio

Absent: Chairwoman, Mary DeSarbo

PUBLIC OPINION: None.

APPROVAL OF PREVIOUS MINUTES: Commissioner Cabral, Jr. made a motion to accept the minutes from the March 14, 2024 meeting; seconded by Commissioner Jefferson. **Motion carried.**

EXECUTIVE DIRECTOR’S REPORT:

Congregate Housing Rehab: Mrs. Cook reported that the rehab is going very well. Gabe Dadio reported that the floors have all been removed, and the contractor is currently working on the management offices. Mrs. Cook shared pictures of the construction site with the Commissioners and all were very pleased with the project thus far.

Affordable Housing Solar: Gabe Dadio reported the solar panel install is complete and the system is up and running.

Updating to Solar Energy for E/D Housing Units: Mrs. Cook and Gabe Dadio reported that the solar systems are currently being designed for both Mt. Carmel and Hamden Villages. The roofs at Centerville will be inspected shortly in anticipation of the install at that Village. The project continues to move along nicely.

Miscellaneous Items:

Annual Fair Housing Training & Commissioners Training: Mrs. Cook reported that the staff recently participated in the Annual Fair Housing Training, which was done by Attorney Karen Kravetz in-house. Discussion took place regarding training for the newly appointed Commissioners Collins and Jefferson, and it will be scheduled in the near future.

2023 Hamden Housing Authority Annual Report: Mrs. Cook shared copies of the Annual Report with the Board members.

Annual Summer Picnic: Mrs. Cook reported that the residents Annual Summer Picnic is scheduled for June 12th at Congregate. The event will be held rain or shine, and there will be picnic fare as well as karaoke, raffle prizes, and the ice cream truck will arrive for dessert.

CORRESPONDENCE: None.

IN-HOUSE TREASURER'S REPORT:

Monthly Bills - Beth Brooks reviewed and discussed the March 2024 bills.

Base Rent Increases – Mt. Carmel & Centerville Villages – Beth Brooks reported that on April 10th between 10 a.m. and 3 p.m. residents of Mt. Carmel and Centerville Villages had the opportunity to comment on the proposed \$20 base rent increase for 2024-25. No comments were received.

A motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson to accept the \$20 base rent increase, effective July 1, 2024 for both Mt. Carmel and Centerville Villages. **Motion carried. RESOLUTION ATTACHED.**

Budget Approvals: Beth Brooks reported that there are no base rent increases for the Affordable or for Congregate Housing units, but the budgets (reviewed last month) for Affordable, Congregate, and Mt. Carmel and Centerville now require Board approval.

Mt. Carmel & Centerville Budgets: A motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson to approve the July 1, 2024-June 30, 2025 Mt. Carmel and Centerville Budgets. **Motion carried. RESOLUTION ATTACHED.**

Affordable Housing Budget: A motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Haily Collins to approve the July 1, 2024-June 30, 2025 Affordable Housing Budget. **Motion carried. RESOLUTION ATTACHED.**

Congregate Housing Budget: A motion was made by Commissioner Cabral, Jr. to approve the July 1, 2024-June 30, 2025 Congregate Housing Budget; seconded by Commissioner Collins. **Motion carried. RESOLUTION ATTACHED.**

OLD BUSINESS:

Washer and Dryer Report: Mrs. Cook reported that \$1,054 was collected this month from the machines.

Centerville Village, Hamden Village & Mt. Carmel Village Updates – Gabe Dadio reported that Spring clean-up at the various properties is underway.

Congregate Housing & Assisted Living Update – The rehab project was discussed earlier in the meeting.

Affordable Housing Update: Solar is up and running as discussed earlier in the meeting.

Section 8 Update: Denise DeMaio discussed the HUD Annual Plan documents. The Public Hearing was held today at 10 a.m. and there were no public comments received. Therefore, a motion to accept the 2024 Annual Plan documents is necessary.

A motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson to accept the 2024 HUD Annual Plan documents. **Motion carried.** **RESOLUTION ATTACHED.**

Denise also discussed that HHA is donating some of our office space for several weeks this month to the organizers of the 26th Annual Conference of the New England Resident Services Coordinators, Inc., so they can prepare and collate the conference materials and packages. This conference is also sponsored by CHFA, and HHA is pleased to be able to donate the space for them to prepare for this important regional meeting.

Maintenance Update: Spring clean-up was discussed earlier in the meeting.

NEW BUSINESS: None.

EXECUTIVE SESSION: At 12:50 p.m. a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson to move into Executive Session. **Motion carried.**

Tenant matters were discussed.

At 1:20 p.m. Commissioner Cabral, Jr. made a motion to close Executive Session; seconded by Commissioner Jefferson. **Motion carried.**

ADJOURNMENT: A motion was made by Commissioner Cabral, Jr. to adjourn the meeting, seconded by Commissioner Jefferson. **Motion carried.** The meeting was adjourned at 1:21 p.m.

Respectfully submitted,

Hazelann B. Cook
Secretary

RESOLUTION – 2024-03

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson, the Hamden Housing Authority does hereby approve the \$20 base rent increase for units at Mt. Carmel and Centerville Villages effective 7/1/2024.

Vice-Chairman John Cabral, Jr., upon calling for a roll call, the “Ayes” and “Nays” are as follows:

Ayes

Nays

Absent

Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Chairwoman Mary DeSarbo

Respectfully submitted,

Hazelann B. Cook, Secretary
4/11/2024

RESOLUTION – 2024-04

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson, the Hamden Housing Authority does hereby approve the 7/1/2024-6/30/2025 Mt. Carmel and Centerville Village budgets.

Vice-Chairman John Cabral, Jr., upon calling for a roll call, the “Ayes” and “Nays” are as follows:

Ayes

Nays

Absent

Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Chairwoman Mary DeSarbo

Respectfully submitted,

Hazelann B. Cook, Secretary
4/11/2024

RESOLUTION – 2024-05

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Collins, the Hamden Housing Authority does hereby approve the 7/1/2024-6/30/2025 Affordable Housing Budget.

Chairman John Cabral, Jr., upon calling for a roll call, the “Ayes” and “Nays” are as follows:

Ayes

Nays

Absent

Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Chairwoman Mary DeSarbo

Respectfully submitted,

Hazelann B. Cook, Secretary
4/11/2024

RESOLUTION – 2024-06

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Collins, the Hamden Housing Authority does hereby approve the 7/1/2024-6/30/2025 Congregate Housing Budget.

Vice-Chairman John Cabral, Jr., upon calling for a roll call, the “Ayes” and “Nays” are as follows:

Ayes

Nays

Absent

Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Chairwoman Mary DeSarbo

Respectfully submitted,

Hazelann B. Cook, Secretary
4/11/2024

RESOLUTION – 2024-07

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson, the Hamden Housing Authority does hereby accept the 2024 HUD Annual Plan documents.

Vice-Chairman John Cabral, Jr., upon calling for a roll call, the “Ayes” and “Nays” are as follows:

Ayes

Nays

Absent

Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Chairwoman Mary DeSarbo

Respectfully submitted,

Hazelann B. Cook, Secretary
4/11/2024