

The meeting of the Derby Housing Authority was called to order at 6:30 PM by Joseph Romano, Chairperson on **February 1, 2012.**

Pledge of Allegiance.

Roll Call: Joseph Romano, Quentin Garatoni, Pauline Monaco, Rosemary Hughes and Stanley Muzyk. Also present Steven Nakano, Executive Director.

Approval of the minutes of January 4, 2012.

- **Motion to approve the minutes of January 4, 2012.**

Motion by Stan Muzyk. **Second** by Quentin Garatoni.

Corrections to the minutes: page one under PP after the word No place the word *one*. Page two section seven add *due to budget constraints by HUD*. (Both corrections made by Mrs. Hughes) Page two first paragraph under Director's Report: Senior to *Resident* and Automated to *Automatic* in two places within the same paragraph. (Both corrections made by Mr. Romano) Page three first paragraph under RESOLUTION 2001-12 (a) HVC to *HCC*. (Correction made by Mr. Romano)

All in Favor with corrections as noted. Motion passes.

Additions, Deletions or Corrections:

None.

Public Portion:

Loretta Powers - Cicia Manor. Mrs. Powers acknowledged that at first she was not accepting of the new heat pump system recently installed at Cicia Manor but, she was here tonight to say that she can definitely see a difference in her heating bills this winter so far. She offered her bills from last year to compare with this year.

Linda Swinski – Guardiano Terrace. She echoed Mrs. Powers statements with regards to the new heat pump system.

Director's Report:

Stygar Terrace: NO VACANCIES

Cicia Manor: NO VACANCIES

Lakeview Terrace: NO VACANCIES

Miscellaneous:

Bill report placed on file.

Paid vouchers and bills placed on file for review.

The Commissioners will be presented tonight with Resolution for formation of the 502 (c) (3) entity.

The Commissioners will vote on a Resolution for ACOP Admissions & Continued Occupancy Policy.

Section 8 Program:

Landlord checks for the month of February 2012 were processed and mailed out.

Paid vouchers and bills have been submitted for review.

PIC reporting currently at 99% there will not be any sanctions for January 2012.

Questions on this months report:

Page four (4) #28 \$25.00 bank fee from Stygar Terrace – Explained by Steve as a bounced check fee. There is a one time bounce check allowed, after which a certified bank check or money order will be required.

Page five (5) Easy Way – Steve explained this was for the Community Rooms paper towel dispensers.

Question with regards to Mike Lock and Key charges. Again Steve explained all locks have been changed do to security reasons.

- **Motion to approve the Director's Report for January 2012 as presented by Steven Nakano, Executive Director.**

Motion by Stan Muzyk. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

RESOLUTION 2012-1 (A):

The following Resolution was read into the record by Joseph Romano;

RESOLUTION 2012-1 (A)

WHEREAS, it is desirable that the Housing Authority of the City of Derby approve the recently formed 501 (c) (3) non-profit entity titled, Housing Development Initiative Inc. Which will develop and/or construct various housing ventures/counseling.

WHEREAS, additional federally subsidized housing expansion and housing counseling is need in the City of Derby, thus now enabling expansion and growth in the community.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Derby in conjunction with applicable policies and regulations, authorize the Housing Authority of the City of Derby to approve the 501 (c) (3) non-profit entity, Housing Development Initiative Inc. with articles of incorporation.

Certified as a true copy of a resolution duly adopted by the Board of Commissioners of the Housing Authority of the City of Derby at a meeting on February 1, 2012 which has not been rescinded or modified in any way.

February 1, 2012

Joseph Romano, Chairman

The following changes were made with regards to page three (3) Article VII-Director's Liability:

Section 1 line two to include director a non-paying position with reference to Article #5c.

Amend the date as stated from January 2011 to January 2012 as recommended by Mrs. Hughes.

- **Motion to make the changes as recommended as indicated above.**

Motion by Quentin Garatoni. **Second** by Stan Muzyk. **All in Favor.** Motion Passes.

It was explained that this Resolution will be filed with the State of Connecticut. The DHA picks the officers to serve and that no funds are made available until the appointed board is in place. There is a deadline of February 7, 2012.

Mrs. Hughes questioned if the funds were a separate entity from the DHA? Steve reported that the grant is for Housing Counseling. Where the current program stops this program would take effect and bridge the difference to help the new homeowner(s).

Mrs. Hughes asked that once this is established if the DHA would have anything to do with this?

Steve explained this is a bridge from the Home Ownership Programs to 501 (c) (3).

Joseph Romano explained that the money spent under 501 (c) (3) will go through DHA.

New Business:

Resolution for the ACOP Admissions & Continued Occupancy Policy.

The following Resolution was presented and read into the record by Joseph Romano:

RESOLUTION 2012-1 (b)

WHEREAS, it is desirable that the Housing Authority of the City of Derby operates a Connecticut State Elderly Housing program as prescribed by policies mandated by the Department of Economic & Community Development (DECD) and the Connecticut Housing Finance Authority (CHFA).

WHEREAS, the following addition to the Admissions & Continued Occupancy Policies (ACOP) regarding part B. Leasing and Continued Occupancy #14. In the case of an arrest of a crime committed by a resident, the HA will consider the preponderance of evidence in its decision for eviction from the apartment.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Derby in conjunction with applicable policies and regulations, authorize the Housing Authority of the City of Derby to approve the addition to the Admissions & Continued occupancy Policies (ACOP) part B. Leasing and Continued Occupancy #14. In the case of an arrest of a crime committed by a resident, the HA will consider the preponderance of the evidence in its decision for eviction from the apartment.

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February 1, 2012

Joseph Romano, Chairman

Mrs. Hughes questioned why this was added? Steve explained that it was suggested by the state that it be added to the existing policy.

- **Motion to approve Resolution 2012-1 (b).**

Motion by Stan Muzyk. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

- **Motion to Adjourn at 7:24 PM.**

Motion by Stan Muzyk. **Second** by Quentin Garatoni. **All in Favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno

Recording Secretary