

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on March 14, 2024 at the Hamden Housing Authority Office – 51 Worth Avenue, Hamden, Connecticut. The meeting was called to order at 12:18 p.m. by Chairwoman Mary DeSarbo.

ROLL CALL: Chairwoman Mary DeSarbo
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

PUBLIC OPINION: None.

Welcome New Commissioners:

Mrs. Cook welcomed Commissioner Hailey Collins and Commissioner Nichole Jefferson to the Housing Authority Board of Commissioners.

APPROVAL OF PREVIOUS MINUTES: Commissioner Cabral, Jr. made a motion to accept the minutes from the February 8, 2024 meeting; seconded by Commissioner LaFrance. Commissioner Hailey and Commissioner Jefferson both abstained. **Motion carried.**

EXECUTIVE DIRECTOR'S REPORT:

Congregate Housing Rehab: Mrs. Cook provided a brief background on this project for Commissioners Collins and Jefferson, explaining this is a 4-million-dollar rehab. The rehab work includes gutting of three apartments so they are ADA compliant, along with renovations of all units to include new doors, windows, flooring, insulation, roofing, siding, & paving. The Commissioners were able to review photos of the rehab in progress. Mrs. Cook reported that the target date to complete the rehab is December 2024.

Affordable Housing Solar: Gabe Dadio, Facilities Manager and Mrs. Cook provided background on this project to the new Commissioners and discussed the solar component. Mrs. Cook explained that the units are all electric and the cost to the tenants is not affordable, so solar panels were purchased for the two-duplexes. Gabe reported that the UI will be on site to connect the solar on Friday March 15th.

Updating to Solar Energy for E/D Housing Units: Mrs. Cook reported that CT Green Bank will be touring the properties and assessing the roofs on March 19th to determine the feasibility of installing solar panels on the remaining projects. She further explained this is an exciting venture that would greatly benefit the tenants and significantly cut their energy costs. She explained that 20-percent of the financial benefit would be distributed in equal shares to each tenant regardless of the amount of energy they use, and the remaining 80-percent benefit would be split (not yet determined) between the HHA and CT Green Bank.

CORRESPONDENCE: None.

IN-HOUSE TREASURER'S REPORT:

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

Base Rent Increases – Hamden Village – Beth Brooks next discussed the base rent increases for Hamden Village. For the cottage units, a base rent of \$20 has been proposed and for the two-story units (that have the S-RAP subsidy) a base rent increase of \$50 is proposed. Tenants were notified of the proposed base rent increases and offered a period of time to comment. Mrs. Cook reported there were no comments. Beth Brooks added that the State will now be offering E-RAP subsidy effective July 1st to tenants residing in the cottage units, so the increases would not impact any tenants since the subsidy would make up the difference between 30-percent of income and the base rent.

A motion was made by Commissioner Cabral, Jr., and seconded by Commissioner LaFrance to accept the proposed base rent increases. **Motion carried. RESOLUTION ATTACHED.**

Budgets – Beth Brooks and Mrs. Cook next reviewed the July 1, 2024-June 30, 2025 Hamden Village Budget. After review of the budget, a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner Jefferson to accept the 2024-2025 Hamden Village Budget. **Motion carried. RESOLUTION ATTACHED.**

Year End Audit - Beth Brooks next provided the Board members with the hard copies of the completed Year End June 30, 2023 audit report from Maletta & Company CPAs. Beth reported that there were no findings or questioned costs, and it was a good audit.

Annual Rent Recertifications – Beth reported that the Hamden Village tenants have all been recertified and the new rent notices will all be mailed out this month for the May 1, 2024 annual recertification. She also reported that the other projects to be recertified for July 1, 2024 are more than 70-percent complete.

OLD BUSINESS:

Washer and Dryer Report: Mrs. Cook reported that \$1,147 was collected this month from the machines.

Centerville Village, Hamden Village & Mt. Carmel Village Updates – Earlier in the meeting, Mrs. Cook provided information to the newly appointed Commissioners about several programs and services offered to HHA residents, along with an explanation of the services provided by the Resident Coordinator Services.

The Summer Picnic will be held on June 12th and will feature karaoke, raffle prizes, and picnic fare to include a visit by the ice cream truck.

Mrs. Cook also reported that activities such as Paint & Sip Parties, an international luncheon, and visits to each Village by the ice cream truck, as well as many other activities are all in the planning stages and are critical to creating a community environment for the residents. An in-house monthly newsletter is also provided to the residents giving them information on current services and programs, important health and safety reminders, recipes, and word search puzzles.

Mrs. Cook next discussed that the safety of our residents is of the utmost importance, and HHA hired outside security services to monitor the properties every week between 5 p.m. and midnight.

Congregate Housing & Assisted Living Update – During the Congregate Housing Rehab report at this meeting, Mrs. Cook provided the new Commissioners with information on the Congregate Housing & Assisted Living facility's program and services that include three meals per day, 24-hour building coverage, 24-hours security coverage, assisted living nursing services, light housekeeping, and entertainment.

Affordable Housing Update: A brief history of the units on Morse Street was provided to the group at the beginning of this meeting.

Section 8 Update: Denise DeMaio provided an update on the Administrative Plan changes to the Section 8 HCV Program, HOTMA, and changes to the inspection process – NSPIRE. She is working with John D'Amelia's office on these Administrative Plan Revisions. Denise also provided some background information to the new Commissioners on the programs handled by the Section 8 and RAP Program office, that include services to approximately 2,000 Voucher and Certificate holders.

Maintenance Update: Gabe Dadio reported everything is on track with maintenance of the properties.

NEW BUSINESS: None.

EXECUTIVE SESSION: At 1:20 p.m. a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner LaFrance to move into Executive Session. **Motion carried.**

Tenant matters were discussed.

At 1:32 p.m. Commissioner Cabral, Jr. made a motion to close Executive Session; seconded by Commissioner LaFrance. **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 1:35 p.m.

Respectfully submitted,

Hazeiann B. Cook
Secretary

RESOLUTION – 2024-01

Be it resolved, on a motion was made by Commissioner Cabral, Jr., and seconded by Commissioner LaFrance, the Hamden Housing Authority does hereby accept the following base rent increases effective May 1, 2024: \$20 per month for the Hamden Village Cottage efficiency and one-bedroom units; and \$50 per month for the Hamden Village Extension units.

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

Ayes

Commissioner Cabral, Jr.
Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Nays

Absent

Respectfully submitted,

Hazelann B. Cook, Secretary
3/14/2024

RESOLUTION – 2024-02

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 2024-2025 Budget for Hamden Village.

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

Ayes

Nays

Absent

Commissioner Cabral, Jr.
Commissioner Collins
Commissioner LaFrance
Commissioner Jefferson

Respectfully submitted,

Hazelann B. Cook, Secretary
3/14/2024