



## Housing Authority of the City of Danbury

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DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, COMMISSIONER  
STANLEY WATKINS, COMMISSIONER  
MARY TEJCHOLZ, COMMISSIONER  
JAMES ZEH, RESIDENT COMMISSIONER

M. CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

### MINUTES OF THE REGULAR MEETING OF THE DHA CORP (IVES MANOR) BOARD OF COMMISSIONERS SEPTEMBER 15, 2011

#### COMMISSIONERS PRESENT:

Raymond Yamin

Stan Watkins

Kim Nolan

Mary Teicholz

James Zeh

#### STAFF PRESENT:

M. Carolyn Sistrunk

Michael Dapolite

Jeffrey Goodfriend

Devin Luciano

#### ATTENDEES:

Floyd Banks

Lillian Banks

Ruth Hoggard

Rose Morrison

Paul DeLuca

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DANBURY TOWN CLERK

2011 OCT 19 P 2:00

BY: 

**CALL TO ORDER:** The Regular Meeting of the Board of Commissioners for the DHA CORP was called to order at 6:23 pm at Glen Apartments, 25 Memorial Drive, Danbury, Connecticut 06810. Upon motion, the meeting was called to order by Commissioner Watkins and seconded by Commissioner Teicholz. Motion made and unanimously accepted to add Resolutions 128 to the Agenda.

**PUBLIC COMMENTS:** No public comments

**APPROVAL OF MINUTES:** The minutes of the September 15, 2011 Regular Meeting of the HACD were unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Watkins.

**CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT:** The Council's Report was adopted by reference to the HACD Report.

**AUTHORITY MANAGEMENT REPORT:** Adopted by reference to the HACD Report.

**FINANCIAL OPERATING STATEMENT:** The Financial Statement for the July, 2011 operating period was unanimously accepted by the Board with discussion.

**FOLLOW-UP OF SEPTEMBER 20, 2011 BOARD MEETING:** No Items

**RESOLUTIONS AND INFORMATIONAL ITEMS**

- A. **RESOLUTION 124** authorizes the Executive Director to amend the Statement of Procurement policy and Section III C Procurement Methods consistent with the Department of Housing and Urban Development's small purchase threshold of \$2,000. Upon motion by Commissioner Teicholz and seconded by Commissioner Watkins, the resolution was approved.
- B. **RESOLUTION 125** authorizes the Executive Director to enter into a three year lease agreement with DocuSource for an updated copy machine fleet in the amount of \$19,960 per annum and in an amount not to exceed of \$59,880. Upon motion by Commissioner Watkins and seconded by Commissioner Zeh, the resolution was approved.
- C. **RESOLUTION 126** authorizes the Executive Director to execute a contract with BRD Builders, LLC in an amount not to exceed \$40,000 to undertake emergency renovations to the exterior at Ives Manor. Upon motion by Commissioner Zeh and seconded by Commissioner Watkins, the resolution was approved.
- D. **RESOLUTION 127** authorizes the Executive Director to execute a contract with Aegis Energy Services Inc. of Holyoke MA in an amount not to exceed \$503,500 to upgrade the heating system at Ives Manor. Upon motion by Commissioner Watkins and seconded by Commissioner Teicholz, the resolution was approved.
- E. **RESOLUTION 128** authorizes the Executive Director to put forth a formal request to Connecticut Housing and Finance Authority (CHFA) to increase the current Contract Rents for the Ives Manor Housing Program to be effective January 1, 2012. Upon motion by Commissioner Watkins and seconded by Commissioner Teicholz, the resolution was approved. Commissioner Zeh abstained.

**CHAIRMAN'S REPORT:** No Report

**NEW BUSINESS:** No New Business

**ADJOURNMENT:** The adjournment (6:37 PM) of the Regular Meeting of the Board of Commissioners for DHA CORP was unanimously approved upon motion by Commissioner Watkins and seconded by Commissioner Teicholz.