



Housing Authority of the City of Danbury

Main Office:

Location: 2 Mill Ridge Road, Danbury, CT 06810

Mailing Address: P.O. Box 86

Danbury, CT 06813

203-744-2500 Tel

203-790-2334 Fax

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

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

MINUTES OF THE REGULAR MEETING OF THE HACD CORP

July 21, 2011

BOARD OF COMMISSIONERS

COMMISSIONERS PRESENT:

Domenico Chieffalo Mary Teicholz
Raymond Yamin Jim Zeh
Stan Watkins

STAFF PRESENT:

M Carolyn Sistrunk Devin Luciano
Mike Dapolite Jeffrey Goodfriend
Jacqueline Elam Elizabeth Meurer
Estela Francis

ATTENDEES:

Rose Morrison Kim Nolan
Paul Deluca Shirley Vest

CALL TO ORDER The Regular Meeting of the Board of Commissioners for the HACD CORP was called to order at 6:24 PM at Laurel Gardens, 385 Main Street, Connecticut 06810. Upon motion the meeting was called to order by Commissioner Watkins and seconded by Commissioner Yamin.

PUBLIC COMMENTS - None

APPROVAL OF MINUTES – The July, 2011 Regular Meeting Minutes were unanimously approved upon motion by Commissioner Watkins and seconded by Commissioner Teicholz.

CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT (Refer to HACD Report)



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BY:

AUTHORITY MANAGEMENT REPORT – the HACD CORP's Executive Director reviewed the Operational results for June, 2011. The Executive Director added that the HACD CORP has received the Client Surveys for the Danbury Mental Health and Addictive Services. The Executive Director provided the Board of Commissioners with the surveys, which included the actual individual surveys, cumulative numbers and the staff analysis of the results. The surveys will be discussed with the Board of Commissioners at the August 2011 Board Meeting.

FINANCIAL OPERATING STATEMENT — the April & May, 2011 Operating Statement for HACD CORP was reviewed and accepted.

RESOLUTIONS AND INFORMATIONAL ITEMS

- A. RESOLUTION 114** authorizes the Executive Director to enter into and amend contractual instruments in the name, and on behalf of this Agency with the Greater Danbury Mental Health Association for the management of the Single Room Occupancy program, and to affix the corporate seal. IN WITNESS WHEREOF, the undersigned has affixed his signature and the corporate seal of the HACD this 15th day of July 2011. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.
- B. RESOLUTION 115** authorizes the Executive Director to update and submit the Affirmative Fair Housing Marketing Plan to the Department of Housing and Urban Development for review and approval. The resolution was unanimously approved upon motion by Commissioner Watkins and seconded by Commissioner Teicholz.
- C. RESOLUTION 116** authorizes the Purchasing Director, Devin Luciano, to have Signatory Approval Authority for approving Procurement expenditures up to a maximum amount of \$10,000.00 per expenditure. The resolution was unanimously approved upon motion by Commissioner Teicholz and seconded by Commissioner Zeh.
- D. RESOLUTION 117** authorizes the Executive Director to negotiate a Cable Services Agreement with Comcast Cable for its State and Federal Properties. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Teicholz.

CHAIRMAN'S REPORT – No Report

NEW BUSINESS - No New Business

ADJOURNMENT – The adjournment (6:29 PM) of the Regular Meeting of the Board of Commissioners for the HACD CORP was unanimously approved upon motion by Commissioner Yamin and seconded by Chairman Chieffalo.

