

MINUTES OF THE REGULAR BOARD MEETING OF  
THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF STAMFORD  
JANUARY 23, 2019

A regular Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held at 40 Clinton Avenue, Stamford, Connecticut on Wednesday, January 23, 2019.

Commissioner Ostuw called the meeting to order at 6:01 p.m.

**A. Attendees**

Board Members: Courtney Nelthropp  
Richard Ostuw  
Bill McCullough  
Sheila Williams-Brown  
Susan Rutz

**Absent**

Kristella Garcia

Advisory Board Members:

Adriana Ospina  
Lester McCoy

Also Present:

Vin Tufo  
Natalie Coard  
Lisa Reynolds  
Janice Tantimonico  
Jacqueline Figueroa  
Marcia Bennett  
Frank Benavides

**B. Approval of Minutes**

- Approval of minutes of the Regular Board Meeting of December 12, 2018

➤ Commissioner McCullough moved, Commissioner Rutz seconded

The minutes were approved.      Ayes: Bill McCullough      Nays: None  
Richard Ostuw  
Sheila Williams-Brown  
Susan Rutz

**C. Public Comment** – There were no comments from the public.

**Board Committee Reports**

- Human Resources Committee** – Commissioners Ostuw, Rutz, Williams-Brown, Mr. McKoy, Ms. Coard, Ms. Reynolds and Ms. Tantimonico were in attendance at the HR Committee meeting on 1/22/2019. Ms. Tantimonico reported on the promotion of Dan Persaud from Assistant Property Manager to Property Manager; hiring of a Maintenance Mechanic III, Part-time Certified Nursing Assistant (CNA) and a temporary staff for the East Side. Current open positions include: Information Technology Manager, Project Manager/Leasing Consultant, Eligibility Specialist, and a Part-Time Attendant at Wormser Congregate. Ms. Tantimonico and the Committee spoke about the new Pay Equity Law as it relates to the changes in the employment applications and hiring process which was effective 1/1/2019. The Committee discussed the methods to quantify the value of the Municipal Employees Retirement Plan (MERS) as a benefit for recruitment and hiring purposes.
- Operations Committee** – Ms. Ospina, Ms. Figueroa, Ms. Perna and Mr. Stothart were in attendance at the Operations Committee meeting on 1/22/2019. Ms. Figueroa provided an update on the FY2019 Fair Market Rent appeal submission to HUD; Ms. Figueroa discussed that an outside vendor was contracted to conduct a rent survey of the geographical area, and that the project was stopped due to high incident rates and the contractor was unable to stay within the projected budget. Ms. Figueroa will follow up with HUD for further guidance. Ms. Figueroa reported that the maintenance staff began a new work schedule on 1/22/2019 from 7:00a.m. to 3:30p.m. Monday through Friday. Ms. Figueroa highlighted new energy efficiency updates will be completed at Stamford Manor, Lawn Avenue and Ursula Park Town Houses. Mr. Stothart provided a procurement update.
- Finance Committee** – Commissioners Nelthropp, McCullough, Ostuw and Rutz, Mr. McCoy, Ms. Garcia, Mr. Tufo, Ms. Reynolds, Ms. Coard, Mr. Fedea, Mr. Paulemon, Ms. Luziatti and Mr. Arturo were in attendance at the Finance Committee meeting on 1/22/2019. Mr. Fedea provided an overview of the 12/31/2018 Quarterly Financial Report and

highlighted that all properties ended the year with positive operating results. Mr. Feda presented the 2018 (unaudited) excess cash flow distributions to COC and Rippowam Corporation. Mr. Feda informed the Board that all 12/31/2018 property audits were currently underway. Whittesey & Hadley P.C. is currently performing the tax credit audits and Guyder Hurley is completing the Glenbrook Manor and Rippowan Manor audits remotely. Mr. Feda noted that the contract for both companies expires this year; Auditing Services RFP's will be prepared to begin the bidding and selection process. Ms. Coard discussed the potential impact of the Federal Subsidy Loss should the government shutdown continue; she stated that the Low Income Public Housing (LIPH) program has ample reserves to sustain itself as well as most tax credit properties. Ms. Coard noted that the area of most concern is with the HCV program which is currently funded to February 2019; if the shutdown should continue, there will be an interruption in payments to landlords. Ms. Coard also shared that COC has issued a notice to landlords informing them of the possible interruption of the March 2019 HAP payment. Ms. Reynolds informed the Board that Mr. Benavides has resigned from COC to move closer to his family and that a plan for his replacement is underway.

**D. Report from Executive Director** – Ms. Coard discussed the impact of the Government shutdown during the Financial Committee Meeting on 1/22/2019.

**E. Strategic Overview from Chief Executive** – Mr. Tufo discussed the recommendations from the state housing committee and highlighted five key areas that will support the new administration. The five key areas will encourage and enable Connecticut's public housing authorities to adopt innovative approaches to attract private capital and create a broad spectrum of housing choices. The recommendations are to appoint an executive level staff member to focus on housing and to develop housing initiatives; expand housing resources through incentives and drive inclusivity of public and private sectors; continue to work towards ending homelessness; improve PHA by consolidating resources, shared services and work toward regionalization and finally to create a data system hub to manage and inform strategic investments.

**F. Resolutions**

**19-01: Adopt Amended Corporate By-Laws of the Housing Authority**

➤ Commissioner Ostwu moved, Commissioner McCullough seconded.

**Be it resolved by the Board of Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the amended By-Laws as provided in Exhibit "A" to this resolution are hereby approved as proposed.**

The resolution was passed.

Ayes:	Bill McCullough	Nays:	None
	Richard Ostuw		
	Sheila Williams-Brown		
	Susan Rutz		

**G. Executive Session**

No Executive Session was held.

**H. Adjournment**

At 6:50p.m., after a motion duly made by Commissioner Nelthropp and seconded by Commissioner Ostuw, the Board meeting was adjourned.

Natalie Coard  
Executive Director