

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
JANUARY 24, 2024

A regular Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held at 40 Clinton Avenue, Stamford, Connecticut and on the Zoom remote connection meeting platform on Wednesday, January 24, 2024.

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

A. Attendees

Present:	Rich Ostuw	Absent:
	Lester McKoy	
	Divya Malhotra	
	John Coff	
	Alexandro Morris	

Advisory Board:	Ronice Latta
	Ari Goldstein
	Jaclyn Williams

Present:	Vin Tufo
	Natalie Coard
	Lisa Reynolds
	Sam Feda
	Jackie Figueroa
	Beth Janney
	Ken Montanez
	Jan Tantimonico
	Chris Warren
	Christine Young

B. Resident Commissioner – Commissioner Ostuw introduced the new Resident Commissioner, Alexandro Morris, to the COC Board.

C. Approval of Minutes

- Approval of minutes of the COC Board Meeting of December 13, 2023

➤ Commissioner Coff moved; Commissioner McKoy seconded.

The minutes were approved.

Ayes:	Rich Ostuw	Nays:	None
	Lester McKoy		
	Divya Malhotra		
	John Coff		
	Alexandro Morris		

D. Public Comments – There was no public comment.

E. Board Committee Reports

Human Resources Committee – Commissioners Ostuw, Coff, McKoy and Malhotra and Advisory Board member Latta, Mr. Tufo, Ms. Coard, Mr. Gottlieb, Ms. Janney, Mr. Montanez, Mr. Feda, Ms. Figueroa, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Stothart, Mr. Warren, Mr. Galasso, and Ms. Young attended the Human Resources Committee meeting on 1/23/2024. Mr. Gomez presented the 11/2023 Employee Survey summary results, including

areas of strengths and opportunities, as well as next steps. Mr. Gomez also provided an update on upcoming employee engagement and event activities.

Operations Committee – Commissioners Ostuw, Coff, McKoy and Malhotra and Advisory Board member Latta, Mr. Tufo, Ms. Coard, Mr. Gottlieb, Ms. Janney, Mr. Montanez, Mr. Fedra, Ms. Figueroa, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Stothart, Mr. Warren, Mr. Galasso and Ms. Young attended the Operations Committee meeting on 1/23/2024. Ms. Coard and Ms. Figueroa provided a high-level overview of the updates to the Admissions and Continued Occupancy Plan (ACOP) and Administrative Plan. The updates included policy changes to COC’s screening criteria, verification process, and the implementation of the Housing Opportunity through Modernization Act (HOTMA). Mr. Stothart provided an update on the Wormser Congregate Air Conditioning project and noted that the Custer Street Fire Restoration work has been completed. Mr. Stothart presented details regarding the resolution for Refuse Collection Services

Finance Committee – Commissioners Ostuw, Coff, McKoy and Malhotra and Advisory Board member Latta, Mr. Tufo, Ms. Coard, Mr. Gottlieb, Ms. Janney, Mr. Montanez, Mr. Fedra, Ms. Figueroa, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Stothart, Mr. Warren, Mr. Galasso, Mr. Soares, and Ms. Young attended the Finance Committee meeting on 1/23/2024. Ms. Reynolds reviewed adoption of the updated Investment Policy, noting the significant amendments to the previous (2013) policy. She provided highlights on the Board resolution for approval: Adopt Revised Investment Policy Statement.

Mr. Montanez and Mr. Fedra provided an update on the MIS project that included the Yardi project contract execution and pre-implementation activities in preparation for a 03/2023 project start. Mr. Galasso and Mr. Soares provided an update on the financial audits underway including the COC audit (Y/E 6/30/23), the Scofield Manor audit and cost report (Y/E 9/30/23) and the multiple tax credit and multifamily audits (Y/E 12/31/23).

F. Report from the Executive Director – Ms. Coard discussed the revision to the Admissions & Continued Occupancy Policy (ACOP) as it relates to the new asset limitation rule and how it will affect some households. Ms. Coard will have Family Centers assist these households in seeking financial advice from a professional to find the best solutions to avoid the possibility of being displaced. Ms. Coard discussed the Stamford Parks Foundation Transition Committee, of which she is the chair. The Committee was derived from the Mayor’s City-Wide Parks Strategic Plan to enhance each of Stamford’s 50 public parks. The Committee is responsible for developing a mission statement, by-laws, a new organizational name, and a Board to include officers.

G. Strategic Overview from Chief Executive Officer - Mr. Tufo discussed the federal government’s effort to end the immediate threat of a government shutdown 1/19/2024, and keep the government funded into early 3/2024 by issuing another Continuing Resolution (CR). Mr. Tufo noted that the Continuing Resolution maintains FY23 funding levels. The next deadline is March 1st, after which a CR would require significant funding rollbacks.

Mr. Tufo discussed the Strategic Planning (SP24) retreat being planned for 4/2024 that will be led by Board members and senior staff. Mr. Tufo stated that it is organized in four task areas in which group leaders are conducting working meetings leading to draft recommendations for the retreat. The 03/2024 meeting will be to briefly present the final task group recommendations and organize the April retreat and set expectations. The four task areas include: (1) Confirm COC Mission and Core Values, (2) Examine COC Business Model, (3) Examine Operational Effectiveness, and (4) Communication & Feedback.

H. Resolutions –

24-01: Adopt Revised Investment Policy Statement

➤ Commissioner Coff moved; Commissioner McKoy seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford that the revised Investment Policy Statement be adopted.

The resolution was passed.

Ayes: Rich Ostuw

Nays: None

John Coff
Divya Malhotra
Lester McKoy
Alexandro Morris

24-02: Approve the Housing Choice Voucher (HCV) Program Administrative Plan

- Commissioner McKoy moved; Commissioner Malhotra seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the updated Housing Choice Voucher Program Administrative Plan is hereby adopted, effective February 1, 2024.

The resolution was passed.

Ayes:	Rich Ostuw John Coff Divya Malhotra Lester McKoy Alexandro Morris	Nays:	None
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24-03: Approve policy updates to the Admissions and Continued Occupancy Policy (ACOP).

- Commissioner Coff moved; Commissioner Malhotra seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the updated Admissions and Continued Occupancy Plan (ACOP) is hereby adopted, effective February 1, 2024.

The resolution was passed.

Ayes:	Rich Ostuw John Coff Divya Malhotra Lester McKoy Alexandro Morris	Nays:	None
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24-04: Award Contract for Refuse Collection Services

- Commissioner McKoy moved; Commissioner Malhotra seconded.

Be it resolved by the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the Executive Director is authorized to enter into a contract with Finocchio Brothers, Inc., of Stamford, CT for Refuse Collection Services. The total cost of this contract shall not exceed a total amount of \$750,000.00 over the maximum five-year contract term. Further board approval will be required if the contract amount exceeds 110% of the authorized amount.

The resolution was passed.

Ayes:	Rich Ostuw John Coff Divya Malhotra Lester McKoy	Nays:	None
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- I. **Executive Session** – The Board meeting paused at 6:45 p.m.; the Executive Session resumed at 7:10 p.m. to discuss the CEO’s 2023 performance evaluation.
- J. **Adjournment** - At 7:19 p.m., after a motion duly made by Commissioner Ostuw and seconded by Commissioner McKoy the Board meeting was adjourned.

Natalie Coard
Executive Director