

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
MARCH 27, 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, March 27, 2024.

Commissioner Ostuw called the meeting to order at 6:10 p.m.

A. Attendees

Present:	Rich Ostuw Lester McKoy Divya Malhotra John Coff Alexandro Morris	Absent:
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Advisory Board:	Ronice Latta Ari Goldstein Jacyn Williams Bianca Shinn-Desras	Absent:
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Present:	Vin Tufo Natalie Coard Jon Gottlieb Lisa Reynolds Sam Feda Jackie Figueroa Beth Janney Ken Montanez Jan Tantimonico Chris Warren Megan Shutes Michelle Tarulli Christine Young Mr. John Mahoney, USI Insurance Services	
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B. Advisory Board Member – Commissioner Ostuw reintroduced Advisory Board member, Bianca Shinn-Desras, who has returned to the COC Board.

C. Approval of Minutes

- Approval of minutes of the COC Board Meeting of February 28, 2024

➤ Commissioner Coff moved; Commissioner Malhotra seconded.

The minutes were approved.

Ayes:	Rich Ostuw Lester McKoy Divya Malhotra John Coff Alexandro Morris	Nays:	None
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D. Public Comments – There was no public comment.

E. Board Committee Reports

Human Resources Committee – Commissioners Coff, McKoy, Morris, Malhotra and Advisory Board member Latta, Mr. Tufo, Ms. Coard, Mr. Gottlieb, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Figueroa, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Stothart, Mr. Warren, Ms. Silverio, Mr. Galasso, Mr. Paulemon, Mr. Soares, Ms. Caselli and Ms. Young attended the Human Resources Committee meeting on 3/26/2024. Mr. Gomez provided a recruitment update. Ms. Tantimonico provided an overview of the American Federation of State, County and Municipal Employees (AFSCME) Local 1303 four-year collective bargaining agreement that was recently negotiated and approved by the union. The resolution to Authorize Collective Bargaining Agreement with AFSCME Local 1303 will be presented at the 3/27/2024 Board meeting. Mr. Gomez provided an update on employee engagement activities and events. Ms. Reynolds shared results from a Yardi employee engagement survey.

Operations Committee – Commissioners Coff, McKoy, Morris, Malhotra and Advisory Board member Latta, Mr. Tufo, Ms. Coard, Mr. Gottlieb, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Figueroa, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Stothart, Mr. Warren, Mr. Galasso, Ms. Silverio, Mr. Paulemon, Mr. Soares, Ms. Caselli and Ms. Young attended the Operations Committee meeting on 3/26/2024. Ms. Janney provided an overview of the Flat Rent Schedule. The resolution to Adopt Updated Flat Rent Schedule for all Federal Low Rent Public Housing Properties will be presented at the 3/27/2024 Board meeting. Ms. Janney provided a high-level overview of the Quarterly Operations Report ending 12/31/2023. Ms. Janney noted that COCs' Public and Indian Housing Information Center (PIC) scores for both Public Housing and HCVP continue to be above the required submission rates at 97.5 and 103 respectively. Ms. Janney discussed the relocation of residents at Oak Park Phase 1, the completion of the lease up at Lawnhill Terrace 4 and the closing of the Fairgate RAD conversion.

Mr. Galasso provided a 02/2024 accounts receivable (A/R) update noting delinquent accounts. Mr. Fedá discussed how COC is being proactive to minimize the accumulated A/R balances with certain sectors of our population. Ms. Silverio discussed the accounts that remain uncollected for write-off approval.

Mr. Stothart reported on contracts and capital projects to include the Sentinel Janitorial contract that has been executed; the Scofield Manor Roof Replacement project that will commence when the weather permits; the Wormser AC units installed; the Lawnhill Terrace Fire Restoration progress; and the landscape proposals received and under review.

Finance Committee – Commissioners Coff, McKoy, Morris, Malhotra and Advisory Board member Latta, Mr. Tufo, Ms. Coard, Mr. Gottlieb, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Figueroa, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Stothart, Mr. Warren, Mr. Galasso, Ms. Silverio, Mr. Paulemon, Mr. Soares, Ms. Caselli, Ms. Young, Mr. Yanouzas, Mr. Engberg, Mr. Kelly and Mr. Burry (Whittlesey LLP) attended the Finance Committee meeting on 3/26/2024.

Whittlesey & Hadley, P.C, independent auditing firm for the Low-Income Housing Tax Credit Partnerships, Multi-Family properties and Scofield Manor, was represented by partners Mr. Yanouzas and Mr. Engberg and Audit Managers Mr. Kelly and Mr. Burry. They presented the audit results for the Y/E 12/31/2023 Tax Credit and Multi-Family developments. Mr. Burry presented the results for Scofield Manor's Y/E 09/30/2023. COC has received unmodified or "clean opinions" in all audits for FY 2023. The Whittlesey team discussed the scope of the audit, the financial results, financial variances from year to year and surplus cash. They provided an overview of the portfolio life cycle and discussed required Board communications relating to audit and compliance matters. The resolution to accept the Scofield Manor audited financials will be presented at the 3/27/2024 Board meeting.

Mr. Fedá provided a Q4 2023 Financial Report for Y/E 6/30/2023 and Y/E 9/30/2023 properties.

- F. **Insurance Overview & Outlook** – Mr. John Mahoney, Senior Vice President, USI Insurance Services presented an overview of COCs' areas of coverage along with challenges and opportunities in the insurance industry. His PowerPoint presentation is available separately.
- G. **Report from the Executive Director** – Ms. Coard discussed the meeting with Commissioner Seila Mosquera-Bruno and other housing authority executive directors to discuss a statewide, consolidated application process for Housing Choice Vouchers. Matrix Rental Solutions will be the platform used for the application process, and COC intends to participate.
- H. **Strategic Overview from Chief Executive Officer** - Mr. Tufo discussed preparations for the Strategic Planning (SP24) retreat planned for 4/6/2024. Mr. Tufo stated that the senior staff and Board members will be presenting their respective area of content, examine how things are working and make recommendations for improvement. There will be a larger

discussion on strategic initiatives that COC is working on, how we can best evolve to ensure that we are properly aligned with its mission and objectives, and that COC is communicating effectively, internally as well as externally.

I. Resolutions –

24-08: Authorize Collective Bargaining Agreement with the American Federation of State, County and Municipal Employees (AFSCME) Local 1303

- Commissioner Malhotra moved; Commissioner McKoy seconded.

NOW, THEREFORE be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the Executive Director is hereby authorized to enter into a Collective Bargaining Agreement with the AFSCME Local 1303 Employees for the period of January 1, 2024, through December 31, 2027. The Agreement terms and conditions are identical to those of the prior agreement between the parties except as itemized above.

The resolution was passed.

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

24-09: Adopt Updated Flat Rent Schedule for all Federal Low Rent Public Housing Properties

- Commissioner Malhotra moved; Commissioner Coff 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 updated flat rent schedule is hereby adopted and effective April 1, 2024.

The resolution was passed.

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

J. Executive Session – No Executive Session was held.

K. Adjournment - At 7:21 p.m., after a motion duly made by Commissioner Coff and seconded by Commissioner McKoy the Board meeting was adjourned.

Natalie Coard
Executive Director