

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
MARCH 26, 2025

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 26, 2025.

Commissioner Ostuw called the meeting to order at 6:12 p.m.

A. Attendees

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

Advisory Board:	Bianca Shinn-Desras	Absent:
	Ronice Latta	
	Jonny Lach	

Present:	Vin Tufo
	Natalie Coard
	Jon Gottlieb
	Lisa Reynolds
	Sam Feda
	Jackie Figueroa
	Beth Janney
	Ken Montanez
	Jan Tantimonico
	Raul Gomez
	Megan Shutes
	Michele Tarulli
	Karen Coquillon
	Chris Warren
	Darnel Paulemon
	Christine Young
	Leslie Sexer (Family Centers)
	Nicole Beckham (Family Centers)
	Natalie Queen (Family Centers)

B. Approval of Minutes

Approve minutes of the COC Board Meeting of February 26, 2025

➤ Commissioner Ostuw moved; Commissioner McKoy seconded.

The minutes were approved.

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

C. Public Comments – There was no public comment.

D. Board Committee Reports

Human Resources Committee – Commissioners Ostuw, McKoy, Morris and Malhotra and Advisory Board members Latta and Lach, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Ms. Parada-Bravo, Ms. Palmer, Mr. Galasso, Ms. Caselli, Mr. Soares, Mr. Paulemon and Ms. Young attended the Human Resources Committee meeting on 03/25/2025. Mr. Gomez provided a recruitment update on new hires and open positions. Ms. Tantimonico discussed the managers nominated for the Leadership Fairfield County Cohort for 2025 that is provided by the Stamford Partnership organization. Mr. Tufo spoke about the new COC Leadership Cohort that provides coaching and mentoring for COC’s emerging leaders. Ms. Tantimonico noted the managers who attended the Principles of Leadership Series Certificate at the Employers Association of the NorthEast (EANE). Mr. Gomez provided an update on recent and upcoming scheduled employee engagement activities and events.

Operations Committee – Commissioners Ostuw, McKoy, Morris and Malhotra and Advisory Board members Latta and Lach, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Ms. Parada-Bravo, Ms. Palmer, Mr. Galasso, Ms. Caselli, Mr. Soares, Mr. Paulemon and Ms. Young attended the Operations Committee meeting on 03/25/2025. Ms. Figueroa reported on the Stamford Housing Fair that took place at the First Presbyterian Church 3/1/2025 hosted by the City of Stamford Department of Health & Human Services in collaboration with Stamford Cradle to Career. Ms. Figueroa noted there were approximately 40 vendors and 150 individuals in attendance. COC’s participation in this event supports our strategic goal of engaging and promoting community outreach.

Ms. Figueroa discussed Yardi Maintenance IQ (MIQ), which allows property managers, maintenance technicians and inspectors to perform a variety of functions including work orders, unit turns and inspections. Ms. Figueroa noted MIQ can be accessed via a desktop or mobile device. Ms. Janney stated that the Glenbrook Elevator project has been delayed due to water infiltration in the elevator pit.

Ms. Janney reported on the Summer Place independent physical and file compliance audits identifying four minor items under the physical inspection and a lease end date correction in the file audit. Lawnhill Terrace had a file audit only identifying four minor items to be corrected from the 10 files submitted. Rippowam Manor had a Management and Occupancy Review (MOR) performed by Navigate. These inspections are designed to verify that owners and management agents are following HUD’s federal regulations and their Housing Assistance Payment (HAP) contract. Policies and procedures were reviewed as well as resident files. These properties are audited annually by investor partners and every three years by CHFA/Spectrum and HUD Multifamily.

Finance Committee – Commissioners Ostuw, McKoy, Morris and Malhotra and Advisory Board members Latta and Lach, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Ms. Parada-Bravo, Ms. Palmer, Mr. Galasso, Ms. Caselli, Mr. Soares, Mr. Paulemon, Mr. Pat Kelly, Mr. Niko Yanouzas and Mr. Edward Engberg (Whittlesey) and Ms. Young attended the Finance Committee meeting on 03/25/2025.

Whittlesey, an independent auditing firm, represented by Mr. Kelly, Mr. Yanouzas and Mr. Engberg, presented an overview of the Y/E 12/31/2024 audit results for the Low-Income Housing Tax Credit (LIHTC) properties. All 18 entity audits resulted in an “unmodified” or “clean” opinion with no findings or regulatory irregularities detected. The auditors provided an overview of the lifecycle of a development deal from predevelopment through the post LITHC (Year 15) compliance period. They presented the financial results compared to the prior fiscal year, noting an increase in NOI of \$700K. The 2.9M surplus cash flow generated during FY 2024 will be distributed to COC and Rippowam Corporation. This is lower than the prior year due to capital work funded with operating cash flow primarily at Clinton Manor.

Scofield Manor’s Y/E 9/30/2024 audit results were discussed and resulted in an “unmodified” or “clean” opinion with no findings or regulatory irregularities detected. The auditors discussed stabilization in the property’s NOI and working capital in recent years. While positive, Scofield Manor operations rely on a \$250K operating grant from the City of Stamford with additional City funding provided in support of indirect costs.

The presentations and the resolutions presented to the Board 3/26/2025 are in accordance with Board Fiduciary oversight: Accept the Audited Financial Statements of Westwood, Palmer Square, Fairgate, Post House, Taylor Street, and SCCIC for Year Ending December 31, 2024; and Accept the Audited Financial Statements for Year Ended September 30, 2024, for Scofield Manor.

E. **Family Centers: Empowering Communities: A Strategic Plan for Enhancing Resident Services** – Ms. Beckham and Ms. Queen (Family Centers Resident Service Coordinators (RSCs) provided an overview of the wide range of services provided to COC residents, which includes health and wellness programs, educational support, financial assistance and community building activities. Family Centers RSCs work to empower residents, connect them with resources and improve their quality of life. They emphasized the importance of collaborating with property management and external agencies to address residents’ needs holistically and fostering a sense of community.

F. **Report from Executive Director** – Ms. Coard provided an overview on the newly issued regulations regarding pre-termination notices for tenants receiving federal subsidies. The updated regulation introduces a mandatory 30-day notice period prior to initiating legal action for nonpayment, representing a change from previous requirements and potentially extending the duration of the lease enforcement legal process. This change will place additional responsibilities on COC managing its nonpayment cases. Ms. Coard noted that she will be meeting with Landlord Law Firm to discuss legal strategies and operational adjustments in response to the new regulation.

G. **Strategic Overview from Chief Executive Officer** – Mr. Tufo provided a follow-up from his February report on ongoing changes in Washington D.C. related to updates on funding, regulations, and the federal budget. He reported that COC remains in a relatively strong financial position while it is preparing for potential reductions in federal appropriations. Mr. Tufo noted that recent federal staff reductions may lead HUD to consolidate smaller field offices into regional headquarters, which could impact COC’s ongoing business relationship with HUD, currently managed through the Hartford HUD field office. He emphasized the importance of monitoring these developments for their potential impact on residents and operations. Mr. Gottlieb continues to track changes in HUD agency matters, congressional funding and regulations/executive orders.

Mr. Tufo highlighted COC’s vital role in supporting the Stamford community and stressed the importance of continued collaboration with nonprofit partners amid significant federal changes.

H. **Resolution** –

25-09: Authorize the Housing Authority of the City of Stamford d/b/a Charter Oak Communities (“HACS”) to execute an easement with Eversource allowing access to the land associated with the Oak Park Phase 1 development for the purposes of installing electric lines and equipment, and for the ongoing servicing and/or replacement of electric lines and equipment in the future.

➤ Commissioner Ostuw moved; Commissioner McKoy seconded.

The resolution was passed.

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

I. **Executive Session** – No Executive Session was held.

J. **Adjournment** - At 7:00 p.m., after a motion duly made by Commissioner Malhotra and seconded by Commissioner McKoy the Board meeting was adjourned.

Natalie Coard
Executive Director