

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
JULY 23, 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, July 23, 2025.

Commissioner Ostuw called the meeting to order at 6:02 p.m.

A. Attendees

Present:	Rich Ostuw Lester McKoy John Coff Alexandro Morris	Absent: Divya Malhotra
Advisory Board:	Jonny Lach Bianca Shinn-Desras Ronice Latta Bruce Heller	Absent:
Present:	Vin Tufo Jon Gottlieb Sam Feda Jackie Figueroa Beth Janney Ken Montanez Jan Tantimonico Raul Gomez Megan Shutes Michele Tarulli Darnel Paulemon Kim Carter Christine Young Sheila Williams Brown	

B. Approval of Minutes

Approve minutes of the COC Board Meeting of June 25, 2025

➤ Commissioner Coff moved; Commissioner McKoy seconded.

The minutes were approved.

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

C. Public Comments – There was no public comment.

D. Board Committee Reports

Human Resources Committee – Commissioners Ostuw, McKoy, and Coff and Advisory Board members Lach, Latta, and Heller, Mr. Tufo, Ms. Coard, Mr. Montanez, Mr. Feda, Mr. Gomez, Ms. Figueroa, Mr. Soares, Ms. Janney, Ms. Tantimonico, Mr. Warren, Mr. Galasso, Ms. Chiapetta, Ms. Carter and Ms. Young attended the Human Resources Committee meeting on 07/22/2025.

Mr. Gomez provided an update on recruitment, including a recent promotion, a new hire, and an upcoming open position. He also presented the FY24 and FY25 Workforce Insights, which covered key metrics such as promotions, new hires, turnover rates, diversity data, and generational workforce composition. These insights underscore the strategic importance of workforce planning in supporting Charter Oak Communities' talent management, employee retention, and overall organizational success.

Ms. Tantimonico and Commissioner Ostuw provided an update on the CEO Transition – Phase II.

Mr. Gomez shared information on recent and upcoming employee engagement activities and events aimed at strengthening staff morale and organizational culture.

Operations Committee — Commissioners Ostuw, McKoy, Morris, and Coff and Advisory Board members Lach, Latta, and Heller, Mr. Tufo, Ms. Coard, Mr. Montanez, Mr. Feda, Mr. Gomez, Ms. Figueroa, Mr. Soares, Ms. Janney, Ms. Tantimonico, Mr. Warren, Mr. Galasso, Ms. Chiapetta, Mr. Greene, Ms. Caselli, Mr. Paulemon, Mr. Molin, Ms. Carter and Ms. Young attended the Operations Committee meeting on 07/22/25.

Ms. Janney provided updates on Spectrum Enterprises, the Low-Income Housing Tax Credit (LIHTC) compliance agency for Connecticut, which began its triennial audit on COC-managed properties 6/5/2025 and inspections 07/2025 at Lawnhill Terrace 4, Summer Place, and Clinton Manor. These audits include physical inspections and file reviews to ensure tenant eligibility and regulatory compliance.

Ms. Janney provided updates on our partnership with Family Centers. COC enrolled 500 residents in the 2025 Senior Farmers Market Nutrition Program; this is COC's fourth year participating. COC and the Stamford Police Department launched their second annual summer BBQ series to promote safety and community engagement. The first event was held at Quintard Manor on 7/10/2025 with strong attendance from residents and staff.

Rippowam Corporation led a site tour of Oak Park Phase I 6/26/2025 for Operations and Finance staff. The tour highlighted the scale and quality of the redevelopment and provided insight into upcoming resident relocation planning.

Ms. Figueroa provided an update regarding current financial challenges affecting two components of the Housing Choice Voucher Program. She reported that the Mainstream Program is projected to face a funding shortfall later this year, which may impact the program's ability to fully serve participants.

Ms. Figueroa also provided an overview of the recent updates to the Housing Choice Voucher (HCV) Program's Administrative Plan. As part of the policy revision process, a 45-day public comment period was offered, and a public hearing was held to gather feedback from program stakeholders. The updates focused on two key areas: aligning program policies with recent changes under the Housing Opportunity Through Modernization Act (HOTMA) and incorporating policy adjustments that provide flexibility to implement Small Area Fair Market Rents (SAFMRs). These changes are intended to improve program compliance and expand housing opportunities for participants.

Finance Committee – Commissioners Ostuw, McKoy, Morris, and Coff and Advisory Board members Lach, Latta, and Heller, Mr. Tufo, Ms. Coard, Mr. Montanez, Mr. Feda, Mr. Gomez, Ms. Figueroa, Mr. Soares, Ms. Janney, Ms. Tantimonico, Mr. Warren, Mr. Galasso, Ms. Chiapetta, Mr. Greene, Ms. Caselli, Mr. Paulemon, Mr. Molin, Ms. Carter and Ms. Young attended the Finance Committee meeting on 07/22/2025

Mr. Galasso and Mr. Paulemon presented recent improvements to procurement procedures, including enhanced bidder outreach through Google searches, referrals, and the Connecticut Department of Administrative Services (DAS) website. The COC website is also used to post active RFPs. Mr. Galasso and Mr. Paulemon are evaluating contract management software and plan to develop strategic goals, including policy and procedure updates. Current RFPs out for bid include Food Services (Scofield Manor and Wormser Congregate) and the Stamford Manor Security System. These will be presented to the Board for approval in August. Upcoming RFPs include electrician services, an elevator consultant, and fire alarm maintenance.

Ms. Caselli and Ms. Chiapetta discussed the two resolutions that will be presented to the Board for consideration: Acceptance of the Write Offs of Tenant Accounts Receivable Balances Over \$5,000 for Park 215 and Quintard Manor.

E. Report from Executive Director – There was no report

Strategic Overview from Chief Executive Officer - Mr. Tufo provided an update on the potential impact of the FY26 federal budget appropriations based upon actions underway in Congress. COC continually assesses the vulnerability of its subsidized properties and affordability commitments resulting from fluctuations in federal funding and programs. Using a variety of predictive models and data, the staff is committed to developing informed, transparent strategies and recommendations.

Mr. Gottlieb reviewed the public housing programs that are perceived to be at risk, highlighting the proposed elimination of several HUD initiatives and noting that most remaining programs are slated for level funding or reductions.

Mr. Feda presented an overview of the key considerations, preliminary evaluation, and internal reviews undertaken to assess the anticipated effects of the proposed FY 2026 Federal Budget.

F. Resolutions –

25-22: Approve the Housing Choice Voucher Program (HCVP) Administrative Plan

➤ Commissioner McKoy moved; Commissioner Coff 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 August 1, 2025.

The resolution was passed.

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

25-23: Acceptance of the Write Off of Tenant Accounts Receivable Balance Over \$5,000, Park 215

➤ Commissioner McKoy moved; Commissioner Coff seconded

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the uncollectable accounts receivable balance for Park 215 of \$19,496 be written off.

The resolution was passed.

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

25-24: Acceptance of the Write Off of Tenant Accounts Receivable Balance Over \$5,000, Quintard Manor

➤ Commissioner McKoy moved; Commissioner Coff seconded

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the uncollectable accounts receivable balance for Quintard Manor of \$18,222 be written off.

The resolution was passed.

Ayes: Rich Ostuw
Lester McKoy
John Coff
Alexandro Morris

Nays: None

G. Executive Session – There was no Executive Session

H. Adjournment - At 7:09 p.m., after a motion duly made by Commissioner McKoy and seconded by Commissioner Coff the Board meeting was adjourned.

Natalie Coard
Executive Director