

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
SEPTEMBER 24, 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, September 24, 2025.

Commissioner Ostuw called the meeting to order at 6:14 p.m.

A. Attendees

Present:	Rich Ostuw Divya Malhotra John Coff Alexandro Morris	Absent: Lester McKoy
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Advisory Board:	Jonny Lach Bianca Shinn-Desras Ronice Latta Bruce Heller	Absent:
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Present:	Vin Tufo Jon Gottlieb Sam Feda Natalie Coard Beth Janney Chris Warren Ken Montanez Jan Tantimonico Michele Tarulli Karen Coquillon Darnel Paulemon Kim Carter Christine Mason Joe Langham
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B. Approval of Minutes

Approve minutes of the COC Board Meeting of August 27, 2025

➤ Commissioner Coff moved; Commissioner Malhotra seconded.

The minutes were approved.

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

D. Board Committee Reports

Human Resources Committee – Commissioners Ostuw, Malhotra, Coff, and Morris and Advisory Board members Lach, Latta, Shinn-Desras, and Heller, Mr. Gottlieb, Mr. Tarulli, Ms. Coard, Mr. Montanez, Mr. Fedra, Mr. Gomez, Ms. Coquillon, Mr. Paulemon, Ms. Caselli, Mr. Soares, Ms. Janney, Ms. Tantimonico, Mr. Warren, Mr. Galasso, Ms. Chiapetta, Mr. Greene, Mr. Molin, Ms. Carter, and Ms. Mason attended the Human Resources Committee meeting on 09/23/2025.

Mr. Gomez provided updates on recruitment activities, including recent promotions, new hires, and the acceptance of a contingent job offer. He announced that the organization has received its fourth consecutive Top Workplace Award. Additionally, Mr. Gomez presented COC's PowerPoint summary of the 2025 Energage Employee Annual Survey results. He concluded with an overview of recent and upcoming employee engagement activities and events.

Operations Committee — Commissioners Ostuw, Malhotra, Coff, and Morris and Advisory Board members Lach, Latta, Shinn-Desras, and Heller, Mr. Gottlieb, Mr. Tarulli, Ms. Coard, Mr. Montanez, Mr. Fedra, Mr. Gomez, Ms. Coquillon, Mr. Paulemon, Ms. Caselli, Mr. Soares, Ms. Janney, Ms. Tantimonico, Mr. Warren, Mr. Galasso, Ms. Chiapetta, Mr. Greene, Mr. Molin, Ms. Carter, and Ms. Mason attended the Operations Committee meeting on 09/23/2025.

Ms. Janney reported on the Oak Park 1 relocation efforts. Property Management is preparing for the return of residents to the redeveloped Oak Park 1. All 61 households are undergoing recertification to meet Low-Income Housing Tax Credit (LIHTC) program requirements. Unlike the current state moderate-income program, LIHTC eligibility is based on current projected income, requiring detailed reviews of income and household composition. Unit assignments have been adjusted to reflect changes in family size with support from Resident Services Coordinators (RSCs).

Ms. Janney addressed ongoing parking challenges at Lawnhill Terrace. Management is pursuing participation in the City of Stamford's permit parking program. The initiative would provide designated on-street resident parking for \$15 per year with enforcement by the Stamford Parking Enforcement Division. Two resident meetings were held, and approximately 40 residents signed in support of the program. Resident Commissioner Morris is assisting with extra outreach efforts to achieve the required 65% approval threshold.

Ms. Janney reported that the maintenance team has completed several in-house projects focused on cost savings, energy efficiency, and enhancing property appearance and functionality. These efforts reflect COC's ongoing commitment to high property standards and operational efficiency.

Finance Committee – Commissioners Ostuw, Malhotra, Coff, and Morris and Advisory Board members Lach, Latta, Shinn-Desras, and Heller, Mr. Gottlieb, Mr. Tarulli, Ms. Coard, Mr. Montanez, Mr. Fedra, Mr. Gomez, Ms. Coquillon, Mr. Paulemon, Ms. Caselli, Mr. Soares, Ms. Janney, Ms. Tantimonico, Mr. Warren, Mr. Galasso, Ms. Chiapetta, Mr. Greene, Mr. Molin, Ms. Carter, and Ms. Mason attended the Finance Committee meeting on 09/23/2025.

Mr. Paulemon presented the FY26 operating budget and FY25 financial results for Scofield Manor. The property ended FY25 with a Net Operating Income (NOI) of \$36K, slightly above budget. The FY26 budget projects a NOI of \$17K. Key revenue assumptions include a 3% rent/subsidy increase effective 7/1/25, generating \$77K in additional revenue, and a proposed \$40K increase in the City of Stamford operating grant, bringing the total to \$320K. Operating costs are expected to rise due to higher food service expenses and staffing. A new vendor, Health Care Services Group, was selected, adding \$40K in costs. Mr. Paulemon also noted that Scofield's RN will retire during FY26; recruitment is underway to ensure a smooth transition. Approximately \$1M in City-funded capital improvements are planned to address aging infrastructure.

Ms. Chiapetta reviewed three resident write-offs totaling \$25K. Cases included two market-rate residents evicted for non-payment at Park 215 and Greenfield, and one Section 8 resident at Greenfield who defaulted on a repayment agreement and caused significant unit damage.

Ms. Caselli reported that the FY25 audits have been closed and unaudited financials were submitted to HUD 09/2025. CBIZ will begin audit fieldwork 10/2025. Ms. Caselli announced COC's fifth consecutive Annual Comprehensive Financial Report (ACFR) award recognizing Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

E. **Report from Executive Director** – Ms. Coard provided an update on the recent REAC inspection at Glenbrook, highlighting the outstanding achievement of receiving a score of 99. She invited Mr. Langham, Maintenance Supervisor, to be recognized and congratulated him and his team for their excellent work and dedication. Ms. Coard presented the Interim coverage plan for the Housing Choice Voucher Department for ongoing operations and team collaboration during Ms. Figueroa’s extended medical leave to ensure continuity and support.

F. **Strategic Overview from Chief Executive Officer** – Mr. Tufo provided an update on the potential impact of a federal government shutdown, particularly on affordable housing operations. COC is actively preparing and planning in response to this possibility.

Mr. Tufo discussed the Needs-Based Affordable Housing Study supported by the Vita Health and Wellness Partnership, City of Stamford and Stamford Health. While not formally responsible for citywide housing planning, the study gathers insights from participating organizations to better align local housing initiatives with the demands of those most in need.

Mr. Tufo reminded the Board of the upcoming 2025 Midyear Progress report meeting 10/15/2025 for all Board members and senior staff. This in-person meeting will provide updates based on the FY 2025–2026 goals, reflecting activity from 2025 Q1 and Q2.

G. **Resolutions** –

25-29: Acceptance of the Write-Off of Tenant Accounts Receivable Balances Over \$5,000.

➤ Commissioner Malhotra 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 account receivable balances totaling \$25,291 be written off.

The resolution was passed.

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

25-30: Increase Payment Standards for the Section 8 Housing Choice Voucher Program to comply with HUD FY2026 Fair Market Rent Calculations.

➤ Commissioner Malhotra 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 hereby proposed Housing Choice Voucher Payment Standards for new and current participants are hereby adopted effective October 1, 2025.

The resolution was passed.

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

H. **Executive Session** – There was no Executive Session

I. **Adjournment** - At 7:02 p.m., after a motion duly made by Commissioner Coff and seconded by Commissioner Malhotra the Board meeting was adjourned.

Natalie Coard
Executive Director