MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
JULY 22, 2026

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 22, 2026.

Commissioner Ostuw called the meeting to order at 6:05 p.m.

A. <u>Attendees</u>

Present:	Rich Ostuw	Absent:	Alexandro Morris
	John Coff		
	Lester McKoy		
	Divya Malhotra		
Advisory Board:	Jonny Lach	Absent:	
	Ronice Latta		
	Bianca Shinn-Desras		
	Bruce Heller		
Present:	Vin Tufo		
	Jon Gottlieb		
	Michele Tarulli		
	Megan Shutes		
	Ben Barnes		
	Jackie Figueroa		
	Beth Janney		
	Jan Tantimonico		
	Raul Gomez		
	Christine Mason		
	Chris Warren		
	Ken Montanez		
	Sam Feda		
	Natalie Coard		
	Karen Coquillon		
	Darnel Paulemon		
	Zach Galasso		
	Kim Carter		
	Sheila Williams-Brown		
	Rose Burton		
	Carmella Mancuso		

B. <u>Approval of Minutes</u>

Approve minutes of the COC Board Meeting of June 24, 2026

- Commissioner Coff moved; Commissioner McKoy seconded.

The minutes were approved.

Ayes:	Rich Ostuw	Nays:	None
	John Coff		

Lester McKoy
Divya Malhotra

C. **Public Comments** – Ms. Rose Burton and Ms. Carmella Mancuso raised concerns about apartment maintenance, pest control, unit transfers and wait-list options regarding a private landlord in the HCV program. Ms. Sheila Williams-Brown, Fairgate resident, raised concerns about standing water at Oak Park and difficulties in completing online recertifications on the Rent Café portal. Staff will provide her with assistance regarding the recertifications. Mr. Tufo addressed the status and planned modifications to the Oak Park water retention system.

D. **Board Committee Reports**

Human Resources Committee – Commissioners Ostuw, Coff, McKoy and Malhotra and Advisory Board members, Heller and Latta, Mr. Tufo, Mr. Barnes, Ms. Shutes, Ms. Coard, Mr. Montanez, Mr. Feda, Mr. Gomez, Ms. Coquillon, Ms. Parada- Bravo, Ms. Janney, Ms. Figueroa, Ms. Tantimonico, Mr. Paulemon, Mr. Greene, Mr. Warren, Mr. Galasso, Ms. Carter, and Ms. Mason attended the Human Resources Committee meeting on 07/21/26.

Ms. Tantimonico provided a partial summary report of findings identified in the 2026 Annual Employee Experience (Energage) Survey. She highlighted indications of strong employee engagement and a positive workplace experience and pointed out areas of concern related to compensation, stress, performance feedback, and organization-wide communication. These findings will help to inform our upcoming strategic goalsetting for 2027-28.

Operations Committee – Commissioners Ostuw, Coff, McKoy and Malhotra and Advisory Board members, Heller and Latta, Mr. Tufo, Mr. Barnes, Ms. Shutes, Ms. Coard, Mr. Montanez, Mr. Feda, Mr. Gomez, Ms. Caselli, Mr. Molin, Ms. Coquillon, Ms. Parada- Bravo, Ms. Janney, Ms. Figueroa, Ms. Tantimonico, Mr. Paulemon, Mr. Greene, Mr. Warren, Mr. Galasso, Ms. Carter, and Ms. Mason attended the Operations Committee meeting on 07/21/26.

Ms. Figueroa presented proposed updates to the Admissions and Continued Occupancy Plan (ACOP) and Housing Choice Voucher (HCV) Administrative Plan following a 45-day public comment period. Revisions included updates related to the Limited English Proficiency Plan, citizenship and eligible immigration requirements, Violence Against Women Act protections, reasonable accommodation provisions, and HOTMA implementation.

Ms. Janney presented the Q2/2026 Operations Report, highlighting PIC submission scores above required standards, 1,532 work orders, 353 resident group activities, supportive services, tenant accounts receivable trends, and average portfolio occupancy of 97.74%. Oak Park Phase 1 will achieve full occupancy in August while Phase 2 has been vacated in preparation for redevelopment. The HCV Program received a 12% Housing Assistance Payment (HAP) funding increase, and $250,000 has been secured for a Security Deposit Assistance Program in partnership with Person-to-Person. Additional highlights included the Property Management/Resident Services Annual Meeting, COC's recognition as Abilis's Community Partner of the Year, and ongoing resident wellness and engagement initiatives.

Finance Committee – Commissioners Ostuw, Coff, McKoy and Malhotra and Advisory Board members, Heller and Latta, Mr. Tufo, Mr. Barnes, Ms. Shutes, Ms. Coard, Mr. Montanez, Mr. Feda, Mr. Gomez, Ms. Caselli, Mr. Molin, Ms. Coquillon, Ms. Parada- Bravo, Ms. Janney, Ms. Figueroa, Ms. Tantimonico, Mr. Paulemon, Mr. Greene, Mr. Warren, Mr. Galasso, Ms. Carter, and Ms. Mason attended the Finance Committee meeting on 07/21/26.

Ms. Figueroa presented the 2026 Housing Choice Voucher utilization model, noting increased HUD funding and strategies to maximize voucher utilization. Seventeen voucher holders are currently searching for housing, and more than 70 additional vouchers are expected to be issued in 08/2026.

Mr. Feda reported that tenant accounts receivable increased from $225,000 to $267,000 through 06/2026, reflecting $71,000 in new receivables and $29,000 in write-offs. He further reported that all fiduciary reporting requirements and benchmarks for the federal fiscal year end (6/30/26) have been completed. The accounting team has begun the year-end closing process and remains on schedule to submit the unaudited financial statements to HUD in September.

Mr. Feda reported that its investment advisor, Harpswell, has invested approximately $5 million under COC's revised long-term investment strategy, increasing the portfolio's expected yield to an average of 4.4%. Staff are also finalizing procurement procedures, with training for key staff and the Board expected to begin in September.

Report from Executive Director – Ms. Coard provided an update on website enhancements being developed in collaboration with the IT Department and reported that negotiations are nearing completion to consolidate website services under a single contract. A presentation on the website changes and recent performance metrics is anticipated for the August or September Board meeting.

Strategic Overview from Chief Executive Officer - Mr. Tufo reported progress on the Scofield Manor sustainability plan, with occupancy nearing 100% and potential eligibility for a hardship rate reimbursement increase expected to improve the bottom line. He also noted continued collaboration with City leaders to address Stamford's estimated shortage of 4,000 deeply affordable units, including financing options and growing housing insecurity among low-income seniors.

Report from Chief of Staff - Mr. Barnes provided a six-month progress update, reaffirming his commitment to COC's mission and highlighting the organization's collaborative approach to maximizing voucher funding while prioritizing Stamford households. He identified key priorities, including employee and resident engagement, community partnerships, internal collaboration, future development opportunities, needs-based housing strategies, and improved use of technology.

E. Resolutions

26-23 Approve the Housing Choice Voucher (HCV) Program Administrative Plan

- Commissioner Coff moved; Commissioner McKoy 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, 2026.

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

The resolution was passed.

26-24 Approve the Admissions and Continued Occupancy Policy (ACOP).

- Commissioner Coff moved; Commissioner McKoy 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 Policy (ACOP) is hereby adopted effective August 1, 2026.

Ayes:	Rich Ostuw	Nays:	None
	John Coff		

Lester McKoy
Divya Malhotra

The resolution was passed.

26-25 Approve Award of Contract to Family Centers for Resident Services, Family Self Sufficiency & Relocation Services.

- Commissioner McKoy moved; Commissioner Coff seconded

Be it resolved that the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities authorize the execution of a contract with Family Centers for Resident Services, Family Self-Sufficiency (FSS), and Relocation Services. The initial three (3)-year contract amount shall not exceed $4,102,445, with a total not-to-exceed amount of $6,912,840, including all renewal options and a 10% contingency, over a maximum five (5)-year term. The Executive Director is further authorized to exercise the renewal options, provided total expenditures remain within the approved contract amount.

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

The resolution was passed.

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

G. **Adjournment -** At 7:07 p.m., after a motion duly made by Commissioner McKoy and seconded by Commissioner Coff the Board meeting was adjourned.

Natalie Coard
Executive Director