

Minutes of Meeting

The Annual Meeting of the Housing Authority of the City of Norwalk was held at 5:30 PM Wednesday June 21, 2017.

PLACE: **Central Offices**
24 ½ Monroe Street
Norwalk, CT 06854

PRESENT: Cesar Ramirez, Chairman
Jeffrey Ingraham Vice Chairman
Deidra Davis, Treasurer
Brenda Penn-Williams, Commissioner
Sheri M. Brown, Commissioner

ATTENDING: Curtis O. Law, Executive Director
Candace E. Mayer, Deputy Director
Thomas Hickey, Director of Finance
Kras Carlucci, Director of Housing Operations
Greg Lickwola, Construction Manager
Patricia Marsden-Kish, Director of Education
Tom Ivers, Choice Neighborhood Director
Donna Lattarulo, Esq., NHA Legal Counsel
Guy Rocco, Maintenance Director

Meeting opened at 5:30 P.M.

Roll call was taken.

Report of the Secretary:

Following discussions beginning the spring of 2015 Curtis Law announced he would formally retire as of July 31, 2017.

Elections:

Donna Lattarulo took the gavel for the Nomination of Board Officers.

14-34 Commissioner Brenda Penn-Williams moved to:

Reinstate Cesar Ramirez as Chairman

Commissioner Davis seconded the motion

ACTION

AYES

ABSTENTIONS

Commissioner Ingraham
Commissioner Penn-Williams
Commissioner Davis
Commissioner Brown

Commissioner Ramirez

All in Favor.

Motion was carried.

14-35 Commissioner Deidra Davis moved to:

Reinstate Commissioner Ingraham as Vice President

Commissioner Brown seconded the motion.

ACTION

AYES

ABSTENTIONS

Commissioner Ramirez
Commissioner Penn-Williams
Commissioner Davis
Commissioner Brown

Commissioner Ingraham

All in Favor.

Motion was carried.

14-36 Commissioner Ramirez moved to:

Reinstate Commissioner Davis as Treasurer

Commissioner Ingraham seconded the motion.

ACTION

AYES

ABSTENTIONS

Commissioner Ramirez
Commissioner Penn-Williams
Commissioner Ingraham
Commissioner Brown

Commissioner Davis

All in Favor.

Motion was carried.

14-37 Commissioner Davis moved to approve:

OLD Business:

- a. Treasurers Report June, July, August September, October, November, December 2016, January, February 2017
- b. Bills and Communications June, July, August, September, October, November, December 2016, January, February 2017
- f. Maintenance Report January, February 2017
- g. MOD Report January, February 2017
- h. Education Report January, February 2017
- i. CNI Report February 2017
- k. Michael Crafter to enroll/attend two Fairfield University graduate courses, one beginning July 7, 2017 and one beginning September 5, 2017 at a cost of \$2,325 per class
- J. Selection of OKM as 2018/2019 Public Housing Agency (PHA) Plan consultant

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

ABSTENTIONS

Commissioner Ramirez
Commissioner Penn-Williams
Commissioner Ingraham
Commissioner Davis

Commissioner Brown

All in Favor.

Motion was carried.

Commissioners tabled:

- d. MINUTES of the January, February 2017 Regular Meetings.
- c. Changes to Norwalk Housing Personnel Policy regarding Travel and Education allowances
- j. Change in Admissions and Continued Occupancy Plan (ACOP)

New Business:

14-38 Commissioner Davis move to approve:

- m. MINUTES of the meetings held April 17, May 19 and May 31· 2017
- o. Treasurers Report March /April 2017
- p. Bills and Communications April /May 2017
- q. Admissions and Occupancy Report April / May 2017
- r. Maintenance Report April / May 2017
- s. MOD Report April /May 2017
- t. Education Report April /May 2017
- u. CNI Report May 2017
- v. 2017-2018 Colonial Village Management Plan
- w. Utopia 2017-2018 Contract for Assisted Living Services
- x. May 24, 2017 CNI Budget Revision & EJP Consulting Change Order
- y. Commissioners/Staff to attend NAHRO Summer Conference - **Strengthening Our Foundation** - July 16-18, Downtown Indianapolis Marriott Hotel at conference registration cost of \$475.00.

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

ABSTENTIONS

Commissioner Ramirez
Commissioner Penn-Williams
Commissioner Ingraham
Commissioner Davis

Commissioner Brown

All in Favor.

Motion was carried.

At 7:05

Commissioner Davis moved to adjourn to Executive Session to discuss upcoming personnel transition.

Commissioner Penn- Williams seconded the motion.

At 7:25

Commissioners returned from the Executive Session.

Commissioner Davis moved to adjourn the meeting. Commissioner Penn-Williams seconded the motion.

All in favor. Meeting adjourned at 7:30 PM.

Respectfully Submitted,

Curtis O. Law
Executive Director/ Secretary

Executive Session

Commissioners requested Candace Mayer, currently Deputy Director; act as interim Executive Director until a formal search is completed