

DRAFT

Minutes of Meeting

The Annual Meeting of the Housing Authority of the City of Norwalk was held at 5:30 PM June 12, 2018.

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

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

ATTENDING: Tom Hickey, Interim Executive Director
Candace Mayer, Deputy Director
Donna Lattarulo, Legal Counsel
Patricia Marsden-Kish, Director of Education
Guy Rocco, Director of Maintenance
Tom Ivers, CNI Director
Kras Carlucci, Director of Housing Operations
Greg Lickwola, Construction Manager

Meeting opened at 5:35 PM

Tom Hickey called the meeting to order.

14-99 Rahoul Dupervil moved to postpone election of officers.

Commissioner Ingraham seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in Favor.

Motion was carried.

15-00 Commissioner Ingraham approve:

Minutes of April 18 & April 24, 2018 meetings

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-01 Commissioner Ingraham moved to approve:

Minutes of March 16, 26 & 30, 2018 meetings

Commissioner Dupervil seconded the motion.

All in favor.

Motion was carried.

It was noted at March 16 and 30 were opened by Curtis O. Law. He then left the meeting and returned for the closing. Leo Dauwer and all Commissioners were present during those meetings.

15-02 Commissioner Ingraham moved to approve;

Minutes of February 21, 2018. meeting

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-03 Commissioner Ingraham move to approve;

Minutes of January 30, 2018 meeting

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All if favor.

Motion was carried.

15-04 Commissioner Ingraham moved to approve:

Minutes of January 17, 2018 meeting

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-05 Commissioner Ingraham moved to approve:

Minutes of December 15, 2017 meeting

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-06 Commissioner Ingraham moved to approve:

Minutes of November 15, 2017 meeting

Commissioner Brown seconded the motion.

ACTION

AYES

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

Abstention

All in favor.

Motion was carried.

15-07 Commissioner Ingraham moved to approve:

Minutes of October 18, 2017 meeting

Commissioner Brown seconded the motion.

ACTION

AYES

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

Abstention

All in favor.

Motion was carried.

15-08 Commissioner Brown moved to approve:

Minutes of October 10, 2017 meeting

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

Abstention

All in favor.

Motion was carried.

15-09 Commissioner Brown moved to approve:

Minutes of the September 20, 2017 meeting

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

Abstention

All in favor.

Motion was carried.

15-10 Commissioner Ingraham moved to approve:

Treasurers Report - July, August, September, October, November, December 2017 –January, February 2018

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-11 Commissioner Penn-Williams moved to approve:

Bills and Communications - September, October, November, December 2017 – January, February, March, April 2018

Commissioner Ingraham seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-12 Commissioner Brown moved to approve:

Admissions and Occupancy Report - October, November, December 2017 - January, February, March, April 2018

Commissioner Dupervil seconded the motion

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-13 Commissioner Ingraham move to approve:

Maintenance Report - October, November, December 2017 - January February, March 2018

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-14 Commissioner Ingraham move to approve:

MOD Report - October, November, December 2017 – January, February, March, April 2018

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-15 Commissioner Ingraham moved to approve:

Education Report - October/ November, December 2017 - January February, March & April 2018

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-16 Jeffrey Ingraham moved to approve:

CNI Reports - Oct, Nov, November December 2017 - February March, April 2018

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-17 Commissioner Brown moved to approve:

Minutes of May 10 & May 16, 2018 Meetings

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-18 Commissioner Ingraham moved to approve:

Treasurer Report – April 2018

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-19 Commissioner Dupervil moved to approve:

Admissions and Occupancy Report May 2018

Commissioner Brown seconded the motion.

15-20 Commissioner Ingraham moved to approve:

Maintenance Report April/May 2018

Commissioner Brown seconded that motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried.

15-21 Commissioner Ingraham moved to approve:

MOD Report May 2018

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-22 Commissioners Ingraham move to approve:

Education Report May 2018

Commissioner Penn-Williams seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-23 Commissioner Ingraham moved to approve:

Selection of Hartford Insurance Group to provide 2018-2019 Workers Compensation Insurance at the cost of \$180, 645.

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-24 Commissioner Penn-Williams moved to approve:

Federal Operating Budget 3/31/2019 Revision NO. 1

Commissioner Brown seconded the motion:

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-25 Commissioner Brown moved to approve:

Award of contract in the amount of \$56,000 to QA&M Architects. Farmington CT, for Roodner Court Kitchen Replacement

Commissioner Ingraham seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-26 Commissioner Ingraham moved to approve:

Utopia Assisted Living Services Contract

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-27 Commissioner Ingraham moved to approve:

16 School Street Tenant Selection Plan

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-28 Commissioner Penn-Williams moved to approve:

Jamie Banks, ROSS (Resident Opportunity and Self-Sufficiency) Program Coordinator, to attend Nan McKay Self -Sufficiency and Service training July 9-13 at Tropicana Resort, Los Vegas Nevada. Estimated cost for training, hotel and airfare is approximately \$2,600. Costs covered by our ROSS grant.

Commissioner Ingraham seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-29 Commissioner Ingraham moved to approve:

Tom Hickey to attend Quarterly HAI Board Meeting September 25-28 in Colorado Springs Colorado at no cost to Norwalk Housing Authority.

Commissioner Brown seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Ingraham
Commissioner Brown
Commissioner Dupervil
Commissioner Penn-Williams

All in favor.

Motion was carried

15-30 Commissioner Ingraham moved to adjourn to the Executive Session.

Commissioner Dupervil seconded the motion.

ACTION

AYES

Abstention

Commissioner Ramirez
Commissioner Brown
Commissioner Penn-Williams
Commissioner Dupervil

All in Favor. Motion was carried.

At 8:05

Commissioners adjourned to the Executive Session to discuss Personnel and Legal Matters.

At 8:30

Commissioners returned from the Executive Session and adjourned the meeting.

Respectfully Submitted,

Thomas F. Hickey
Interim Executive Director

