

Minutes of the meeting of the Board of Commissioners of the Hamden Housing Authority held on January 12, 2023 via ZOOM computer audio/video and telephone conference call. The meeting was called to order at 12:05 p.m. by Chairwoman Mary DeSarbo.

**ROLL CALL:** Chairwoman Mary DeSarbo  
Commissioner Phillip Goldblatt  
Commissioner Robin LaFrance  
Executive Director, Hazelann B. Cook  
Deputy Director, Denise DeMaio  
Finance Director, Beth Brooks  
Facilities Manager, Gabe Dadio  
Steven Ball, JDA Consultant

Received for record 1-17-23  
at 10h 29m A.M at Hamden, CT

*Karimah Mickens*  
Hamden Town Clerk

**Absent:** None.

**PUBLIC OPINION:** None.

**APPROVAL OF PREVIOUS MINUTES:** There is one correction to the November 2022 Board Meeting Minutes – Facilities Manager Gabe Dadio was present at the meeting but omitted in the Roll Call notes. Commissioner LaFrance made a motion to accept the minutes from the November 2022 Board Meeting; seconded by Commissioner Cabral, Jr. **Motion carried.**

**EXECUTIVE DIRECTOR'S REPORT:**

**COVID-19 Update:** Mrs. Cook and Gabe Dadio reported there have not been any cases of COVID with the residents, and one HHA employee has contracted the virus. Discussion took place regarding resuming in-person Board of Commissioner meetings, and it was decided to aim for an in-person March 2023 Board Meeting.

**Election of Officers** – Mrs. Cook reported the Election of Officers will take place at the February 2023 Board Meeting.

**PILOT Payment** – Mrs. Cook next reported that the Payment in Lieu of Taxes has been sent to the Town in the amount of \$21,957.

**IRS Mileage Increase** – Mrs. Cook informed the Board that the IRS has increased the mileage reimbursement to 65.5-cents. This does not require a resolution, and all members agreed to this increase.

**Board Reappointments** – Mrs. Cook reported she has contacted the Town Clerk and Mayor's offices regarding reappointment of Commissioner Goldblatt and Commissioner Cabral, Jr.

**Congregate Housing SSHP Grant:** Steve Ball reported a kick-off meeting with CHFA is scheduled for this month. He is working on coordinating the checklist items and pricing so the deadline for the contractors won't run out.

**Affordable Housing Priority Needs Grant:** Steve Ball next reported that the Affordable rehabilitation project continues to move along and will probably be complete in about 1-1/2 to 2 months – the final part of the rehab will be the paving. The doors were delivered last week and are currently being installed, the windows were delivered this week, and the bathrooms are 95-percent complete. There have been some small change orders but nothing noteworthy and the payments are being processed as expected.

**CORRESPONDENCE:** None.

**IN-HOUSE TREASURER'S REPORT:** Beth Brooks reviewed the December 2022 bills. She also reported that the auditor needed an extension beyond the December 31<sup>st</sup> deadline, but it should be completed this month.

**OLD BUSINESS:**

**Washer and Dryer Report:** No report.

**Centerville Village, Hamden Village & Mt. Carmel Village Updates** – Mrs. Cook reported that she and Beth Brooks will be working on the budgets in February. She wanted to advise the Board that Base rent increases are being proposed for the Hamden Village two-story extension of \$100 changing the base rent from \$704 to \$804. She further explained these units have S-RAP subsidy tied to them and the increase will be absorbed by the subsidy, and not have impact the tenants.

The Hamden Village Cottages proposed base rent increase will be \$25. Analysis of the population residing in the Cottages indicates about 12 tenants, who are currently paying base rent, may be affected by this increase. No increases can be approved until the budgets are approved.

Mrs. Cook further explained that any increases in the tenant share of the rent would be a result of increases in their personal income, such as Social Security or pension.

**Congregate Housing & Assisted Living Update** – No report.

**Affordable Housing Update:** No report.

**Section 8 Update:** No report.

**Maintenance Update:** Gabe Dadio reported that the Affordable Rehab is going well. The new truck will probably not be delivered until June or July – it was originally thought to be in sometime in May.

**NEW BUSINESS:** None.

**EXECUTIVE SESSION:** At 1:00 p.m. a motion was made by Commissioner Goldblatt; seconded by Commissioner Cabral, Jr. to move into Executive Session. **Motion carried.** Tenant matters were discussed.

At 1:10 p.m. Commissioner Goldblatt made a motion to close Executive Session; seconded by Commissioner Cabral, Jr. **Motion carried.**

**ADJOURNMENT:** A motion was made by Commissioner Goldblatt, and seconded by Commissioner Cabral, Jr. to adjourn the meeting. **Motion carried.** The meeting was adjourned at 1:15 p.m.

Respectfully submitted,

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Robin LaFrance, Secretary

1/12/2023