

**MINUTES OF THE REGULAR MEETING  
Of  
The Board of Commissioners  
Of  
The Housing Authority of the City of Hartford**

**August 8, 2017  
5:30pm**

The Board of Commissioners of the Housing Authority (“Authority”) of the City of Hartford held a Regular Board meeting on August 8, 2017. The meeting was held at the Housing Authority of the City of Hartford, 180 John D. Wardlaw Way Hartford, Connecticut. The meeting was called to order at 5:35 p.m. by Chairperson Marilyn E. Rossetti.

**I. Roll Call**

Upon roll call, the following members were in attendance: Chairperson Marilyn E. Rossetti; Vice Chairperson William M. Brown; Commissioner Toniko Cox and Commissioner Raquel Rivera was excused.

The attendance sheet is attached

**II. Consideration of the Minutes of the Regular Board Meeting of July 11, 2017**

A motion was made (Commissioner Brown) and seconded (Commissioner Cox) to approve the minutes of the July 11, 2017 Regular Board Meeting. The motion was unanimously approved.

**III. Report of the Chairperson**

Chairperson Marilyn Rossetti welcomed everyone to today’s Board meeting

**IV. Report of the Executive Director**

Ms. Annette Sanderson, Executive Director, welcomed everyone to today’s Board of Commissioners meeting.

Ms. Sanderson informed the Board of Commissioners about the 3<sup>rd</sup> Resident Advisory Board meeting that had taken place right before the Board meeting. The purpose of this meeting was to have the residents express their concerns. She, also informed the Board that the Proposed Changes to the 2018 Agency Plan would be available for review online. Ms. Sanderson, also informed the BOC about the implementation of the Smoke Free Policy. The residents were asked to voice their opinions and to submit letters with their comments and questions. The Housing Authority will hold it’s 2018 Agency Plan Public Hearing, September 18, 2017.

**V. Public Comment Period**

Ms. Dawn Green, HHTO President, expressed her concerns to the Board of Commissioners needing help with writing a grant. Ms. Sanderson stated that the Executive Office would forward her information regarding assistance and the names of various agencies who assisted in grant writing.

Ms. Mattlyn Rodriguez from Scattered Sites, also expressed her concerns to the Board of Commissioners with needing help writing a grant. Ms. Sanderson informed Ms. Rodriguez that the Executive Office, would also provide her with the same information that would be forward to Ms. Dawn Green, HHTO President.

**VI. Staff Reports**

Mr. Tim Cifone, Deputy Director of Development and Capital Improvements, welcomed everyone to the meeting and stated that the Bowles Park demolition had started and new construction would start this summer. He, also informed the Board of Commissioners that the Bowles Ground Breaking was scheduled for September 19, 2017 at 10:00 am and that the first phase of the construction will be near the Boys and Girls Club. Mr. Cifone, also stated that he was working with Michael Santoro from DECD, trying to get funding for Westbrook Village.

Ms. Maria Cintron, Occupancy Specialist Supervisor, presented her report that was included in the BOC Packet and informed the Commissioners that the Occupancy re-examination rate has gone down due to Dutch Point being on hold for the RAD conversion. She also stated, that the occupancy department is going through the purge process on the waiting list.

Mr. Joshua Bird, Chief Financial Officer, gave a report about the audited tars report that was included in the BOC Packet.

Mr. Ben Bare, General Counsel, stated that he was in the process of looking at other services for procurement like Grounds Keeping and Snow Removal.

Ms. Sanderson presented to the Board of Commissioners the Human Resources and HCV Board Packet report.

Ms. Michelle Retamar, Property Manager Supervisor, presented her report to the Board of Commissioners, which is now part of the BOC packet

**VII. New Business**

- Resolution No. 2017-24: Regarding an Agreement to allow HHTO to manage vending machines located in certain developments

A motion was made (Commissioner Brown) and seconded (Commissioner Cox) to adopt the Resolution. Mr. Ben Bare, General Counsel, presented the Resolution to the Board. After discussion of the Resolution, the motion was unanimously approved.

- Resolution No. 2017-25: Regarding Award of Contract for Monitoring, Inspection, Testing, Maintenance and Repair of Security Systems and Fire Protection Systems

A motion was made (Commissioner Cox) and seconded (Commissioner Brown) to adopt the Resolution. Mr. Ben Bare, General Counsel, presented the Resolution to the Board. After discussion of the Resolution, Commissioner Brown Abstain, the motion was unanimously approved.

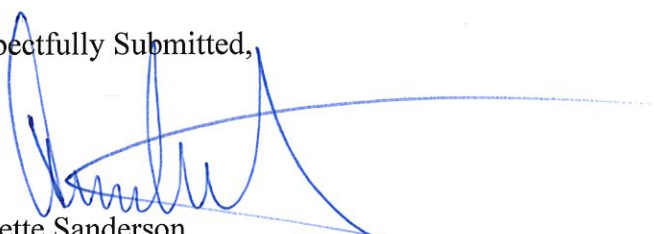
### **VIII. Old Business**

Ms. Sanderson reminded the Board that the staff is currently working with the HUD Hartford office on a Management Improvement Plan (MIP)

### **1X. Adjournment**

There being no further business, a motion was made (Commissioner Cox) and seconded (Commissioner Brown) to adjourn the meeting. The motion was approved and the meeting was adjourned at 6:46 p.m.

Respectfully Submitted,

  
Annette Sanderson  
Secretary/Executive Director

BOC Meeting  
August 8, 2017

Name	Organization	Phone Number
Jeff Sealey	HACH	
Camen Twine	ssite	
Dawn [unclear]	HACH	
Jim Cifone	HACH	
[unclear]	S.T.	
Miguel [unclear]	Smith Tower	
NIKKIA GAUBIE	MSP	