

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

**December 12, 2017  
4:30pm**

The Board of Commissioners of the Housing Authority (“Authority”) of the City of Hartford held a Special Board meeting on December 12, 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 4:39 p.m. by Chairperson Marilyn E. Rossetti.

**I. Roll Call**

Upon roll call, the following members were in attendance: Chairperson Marilyn E. Rossetti; Commissioner Laura Settlemyer; Commissioner Raquel Rivera; Commissioner Michael Abreu and Commissioner Toniko Cox (Joined the meeting at 5:13pm)

The attendance sheet is attached

**II. Consideration of the Minutes of the Regular Board Meeting of November 14, 2017**

A motion was made (Commissioner Abreu) and seconded (Commissioner Rivera) to approve the minutes of the Regular Board Meeting of November 14, 2017. Commissioner Settlemyer abstained. The motion was unanimously approved.

**III. Report of the Chairperson**

Chairperson Marilyn Rossetti welcomed everyone to today’s Board meeting and introduced the recently appointed Commissioner Laura Settlemyer.

Chairperson Rossetti informed everyone that Commissioner Brown had resigned from the Board effective December, 2017 and presented him with a Citation for his years of service and dedication to the Hartford Housing Authority from the Mayor’s office. She also stated that this was Commissioner Rivera’s last BOC meeting and presented her as well with a Citation for her years of service and dedication to the Hartford Housing Authority from the Mayor’s office.

Chairperson Rossetti also thanked Julie Coelho, HCV Supervisor, who is retiring this month from HACH for her many years of service to the Authority.

**IV. Report of the Executive Director**

Ms. Annette Sanderson, Executive Director, welcomed everyone to today's Board of Commissioners meeting and congratulated Commissioner Settlemyer on her appointment to the Board who is the Blight Director for the City of Hartford.

Ms. Sanderson thanked Commissioner Brown and Commissioner Rivera for their services and dedication to the Housing Authority.

Ms. Sanderson thanked Julie Coelho, HCV Supervisor who is retiring this month for all her hard work and years of service.

**V. Nomination and Election of Board Member for 2017-2018**

Chairperson Rossetti called for the nomination and election of Vice Chairperson, it was proposed that Commissioner Settlemyer become Vice-Chairperson. A motion was made (Commissioner Rivera) and seconded (Commissioner Abreu). The motion was unanimously approved

Chairperson Rossetti called for the nomination and election of Treasure, it was proposed that Commissioner Abreu become Treasure. A motion was made (Commissioner Rivera) and seconded (Commissioner Settlemyer). The motion was unanimously approved

**VI. Public Comment Period**

Ms. Barbara McGrath, CULI, stated that she enjoyed working with Commissioner Brown and Commissioner Rivera and wished them the very best.

**VII. Staff Reports**

Mr. Ben Bare, General Counsel, presented the Compliance Report to the Board of Commissioners. The Registry shows the Authority's status with respect to responding to the HUD Management Improvement Plan, Compliance Management Review and OIG Audit.

Mr. Tim Cifone, Deputy Director of Development and Capital Improvements, welcomed everyone to the meeting and presented his report, that was included in the BOC Packet.

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.

Ms. Cheryl Maturah, Human Resources Director, welcomed everyone to the meeting and presented her report, that was included in the BOC Packet.

Ms. Julie Coelho, HCV Supervisor, presented her report that was included in the BOC Packet.

#### **VIII. New Business**

- Resolution No. 2017-42: Regarding Approval of Enterprise Income Verification Use and Security Policy  
A motion was made (Commissioner Rivera) and seconded (Commissioner Abreu) 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. 2017-43: Regarding Check Signing Policy  
A motion was made (Commissioner Rivera) and seconded (Commissioner Abreu) 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. 2017-44: 2018 Management Plan and Budget for The Low Income Public Housing Program and Housing Choice Voucher  
A motion was made (Commissioner Abreu) and seconded (Commissioner Settlemyer) 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. 2017-45: 2018 Management Plan and Budget for The State Rental Program  
A motion was made (Commissioner Settlemyer) and seconded (Commissioner Abreu) 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. 2017-46: Regarding Approval of the Execution of Financing Documents Regarding the Second Phase of Redevelopment of Chester A. Bowles Park as Willow Creek  
A motion was made (Commissioner Abreu) and seconded (Commissioner Settlemyer) 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. 2017-47: Regarding Allocation of Additional Funds to Contract#1776-16c  
A motion was made (Commissioner Rivera) and seconded (Commissioner Abreu) 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.

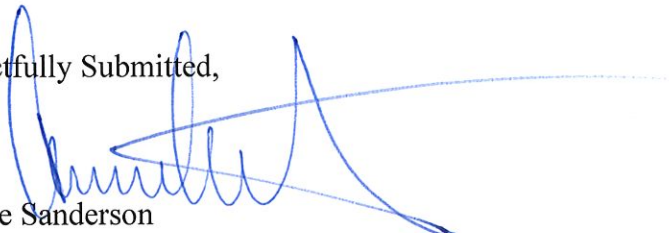
#### **IX. Old Business**

There was no old business.

**1X. Adjournment**

There being no further business, a motion was made (Commissioner Rivera) and seconded (Commissioner Abreu) to adjourn the meeting. The motion was approved and the meeting was adjourned at 5:59 p.m.

Respectfully Submitted,

  
Annette Sanderson  
Secretary/Executive Director

Special BOC Regular Meeting

December 12, 2017

Name	Organization	Phone Number
Julie A Coelho	HACH	x87480
DEBRA Anderson	MSP	
Elliott Knight	Knox	
Kathrina Gertiz	HACH	8450
Victoria Sanchez	Betsy Knox	
Lessa Mavrena	Betsy Knox	
Loren Miz	Betsy Knox	
Linda Sanchez	Mahoney Village	
JOSE ROSARIO	hhto Vice-president	860-995-0133
Jim C. Case	<del>HACH</del>	