

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

February 14, 2017

The Board of Commissioners of the Housing Authority (“Authority”) of the City of Hartford held a Special Board meeting on February 14, 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 12:05 p.m. by Chairperson Marilyn E. Rossetti.

I. Roll Call

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

The attendance sheet is attached

II. Consideration of the Minutes of the Special Board Meeting of January 17, 2017

A motion was made (Commissioner Brown) and seconded (Commissioner Cox) to approve the minutes of the January 17, 2017 Special Board Meeting. The motion was unanimously approved.

III. Report of the Chairperson

Chairperson Rossetti welcomed everyone to today’s Board meeting and wished everyone a Happy Valentine’s Day.

IV. Report of the Executive Director

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

She further thanked the residents; contracting crew and gave an update of the REAC inspection.

V. Public Comment Period

Mr. Eustace Wiggins, President, Kent Apartments Tenants Association, brought up a concern with parking assignment. Ms. Michelle Retamar, Property Manager Supervisor, informed Mr. Wiggins that the parking concern was already being addressed and she would get back to him with an answer.

VI. Staff Reports

- Ms. Julie Coelho, Section 8 Manager, discussed Section 8 Management assessment program (SEMAP) Certification.
- Ms. Maria Cintron, Supervisor of the Occupancy Department, explained the occupancy list rate and that the goal is to get to a 98 % vacancy status in one year.

Commissioner Brown thanked Ms. Sanderson and Ms. Cintron for providing the occupancy list.

- Ms. Michelle Retamar, Property Manager Supervisor, gave an update on REAC inspection and the fire re-housing of residents.
- Ms. Sanderson further stated that the Capital Improvements and Real Estate Report, the Resident Services Coordinator Report; the Extermination Report; the Homeownership reports and the Systems Monthly Report are included in the Board packet.

VI. New Business

- Resolution No. 2017-02: Regarding the Section 8 Management Assessment Program (SEMAP) Certification. A motion was made (Commissioner Brown) and seconded (Commissioner Cox) to adopt the Resolution. Ms. Julie Coelho, Section 8 Manager, presented the Resolution to the Board. After discussion of the Resolution, the motion was unanimously approved.

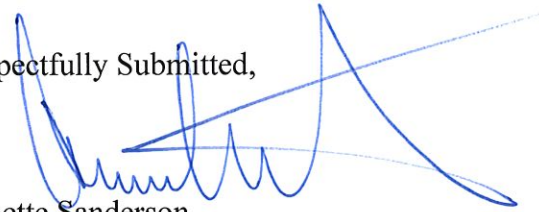
VII. Old Business

There was no old business to discuss.

VIII. Adjournment

There being no further business, a motion was made (Commissioner Brown) and seconded (Commissioner Cox) to adjourn the meeting. The motion was approved and the meeting was adjourned at 12:39 p.m.

Respectfully Submitted,


Annette Sanderson
Secretary/Executive Director

Housing Authority of the City of Hartford
Special Board of Commissioners Meeting
Tuesday, February 14, 2017 - 12:00 pm
180 John D. Wardlaw Way, Hartford, CT

Name	Organization/Address
Julie A. Coelho	HACH
Maria Contreras	HACH
Alyssa Anderson	MSP
Eustace G. Wiggins	PRESIDENT
Shirley H. Webb	Kent
[Signature]	HACH