

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

**October 11, 2017
5:30pm**

The Board of Commissioners of the Housing Authority (“Authority”) of the City of Hartford held a Special Board meeting on October 11, 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 5:31 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 September 12, 2017.

A motion was made (Commissioner Brown) and seconded (Commissioner Cox) to approve the minutes of the Special Board Meeting of September 12, 2017. 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 everyone that Comcast implemented a Senior Pilot program at the Betty Knox apartments on October 3, 2017 and donated 30 Laptops along with free WIFI access. The donation was made to the elderly residents through the Hartford Housing Tenant Organization (HHTO). She, also informed the Board of Commissioners that the Bowles Ground Breaking event took place September 19, 2017 at 10:00 am. and that there was a big turnout of people and elected officials.

V. Public Comment Period

Ms. Dawn Green, HHTO President, expressed her gratitude to HACH and Comcast for donating 30 Laptops and Free WIFI to the Elderly residents at the Betty Knox apartments.

VI. Staff Reports

Ms. Maria Cintron, Occupancy Specialist Supervisor, presented her report that was included in the BOC Packet.

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.

VII. New Business

- Resolution No. 2017-31: Regarding Approval of procurement Policy.
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 the motion was unanimously approved.
- Resolution No. 2017-32: Regarding Approval of Capitalization and Inventory Policy.
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. 2017-33: Regarding Approval of Section 3 Policy
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 the motion was unanimously approved.
- Resolution No. 2017-34: Regarding the Annual PHA Plan for 2018

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 the motion was unanimously approved.

- Resolution No. 2017-35: Regarding Board Ratification of Certain Contract Expenditures. 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 the motion was unanimously approved.
- Resolution No. 2017-36: Regarding Disposition of Surplus Inventory. 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. 2017-37: Regarding Award of Contract for Elevator Maintenance Services. 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.

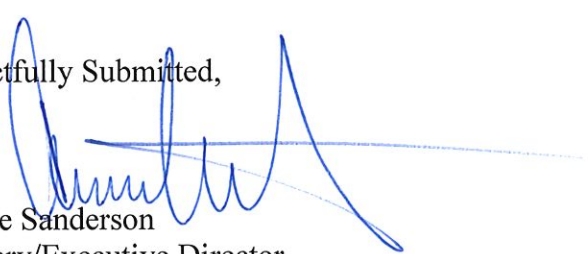
VIII. Old Business

- Resolution No. 2017-27: Regarding Award of Contract for Audit Services. 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 the motion was unanimously approved.

1X. 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 7:00 p.m.

Respectfully Submitted,


Annette Sanderson
Secretary/Executive Director

