

Housing Authority of the City of Ansonia

Robert Lisi, Chairman
Edward Norman, Vice Chairman
Eileen Krugel, Commissioner
Dan Kershaw, Commissioner
Samuel Levey, Commissioner

Troy D. White
Executive Director

36 Main Street
Ansonia, CT 06401
Phone: (203) 736-8888
(TDD/TYY): 1-800-842-9710

FAX: (203) 736-8833

REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: January 28, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call
3. Reading and approval of the minutes of December 17, 2014 Regular Meeting of the Board of Commissioners.
5. Public Session
6. Review of Financial Statements for November 2014
7. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator / Resident Service Coordinator
8. Report of Committees
9. Unfinished Business
10. New Business
 - A. Resolution 2015-01: Purchasing Card Policy
 - B. Executive Session: the Ansonia Housing Authority Board of Commissioners Evaluation and Annual Performance Review of the Executive Director at the request of the Executive Director.



11. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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REVISED REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: February 25, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call
3. Reading and approval of the minutes of January 28, 2015 Regular Meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for December 2014
6. Report of Executive Director
Report of Housing Operations Director
 - A. Presentation: Housing Choice Voucher Inspection ProcessReport of Ross Grant Coordinator / Resident Service Activity
7. Report of Committees
8. Unfinished Business
9. New Business



- A. Resolution 2015-02: Authorizing the Submission of the FY 2014 Section Eight Management Assessment Program ("SEMAP") Certification
- B. Resolution 2015-03: Authorizing the execution of the Connecticut Housing Finance Authority - State Housing Portfolio - Semi-Annual Affidavit for Financial Statements
- C. April Brockenberry vs. Housing Authority of the City of Ansonia Settlement Agreement
- D. Executive Director Performance Review

10. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: March 25, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call
3. Reading and approval of the minutes of February 25, 2015 Regular Meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for January 2015 and February 2015
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator / Resident Service Activity
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-04: Authorizing a contract with Maletta & Company for auditing services for fiscal years 2014, 2015 and 2016 and two one year options for fiscal years 2017 and 2018.



10. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: April 29, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of March 25, 2015 regular meeting of the Board of Commissioners
4. Public Session
5. Review of Financial Statements for March 2015
6. Report of Executive Director (Riverside Apartments Redevelopment Presentation)
Report of Housing Operations Director
Report of Ross Grant Coordinator (ROSS E-Logic Model Presentation)
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-05: Authorizing the execution of the Connecticut Housing Finance Authority - State Housing Portfolio - Affidavit for Financial Statements ending March 31, 2015.



10. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: May 27, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of April 29, 2015 regular meeting of the Board of Commissioners
4. Public Session
5. Review of Financial Statements for April 2015
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business
10. Adjournment



cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: June 24, 2015

Time: 6:00 p.m.

Location: Ortol Community Center - 70 Woodlawn Avenue

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of May 27, 2015 regular meeting of the Board of Commissioners
4. Public Session
5. Review of Financial Statements for May 2015
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-05: This resolution authorizes the ratification of resolution 2013-13 that authorizes a contract for Fee Accountant Services between the Housing Authority of the City of Ansonia and Timothy P. Sandor in an amount not to exceed an additional \$30,000 for a period commencing May 1, 2013 and terminating April 30, 2016 and to increase the amount of the contract to \$101,280.00.



10. Executive Session

A. Pursuant to Section 1-200 (6) and (8) of the Connecticut General Statutes there will be an executive session to discuss a pending legal matter.

11. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

Date: June 29, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call:
3. Public Session:
4. New Business:

Annual Audit of the Housing Authority of the City of Ansonia for fiscal year 2014
presented by Maletta & Company.

5. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen – President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: July 29, 2015

Time: 6:00 p.m.

Location: Ortoli Community Center - 70 Woodlawn Avenue

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of the June 24, 2015 regular meeting and the special board meeting held on June 29, 2015 of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for June 2015
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-06: authorizing the approval of the Housing Authority of the City of Ansonia's Administrative Plan and the 2nd amendment of the Agency Plan.



- B. Resolution 2015-07: authorizing the approval of a contract between the Housing Authority of the City of Ansonia and Housing Opportunities Unlimited to provide Relocation Services for Riverside Apartments.
- C. Resolution 2015-08: authorizing the Chairman of the Board of Commissioners to execute the annual affidavit for Financial Statements and have the Executive Director submit the 2014 annual audit to the Connecticut Housing Finance Authority and the Connecticut Department of Housing.
- D. Resolution 2015-09: authorizing the execution of the Connecticut Housing Finance Authority - State Housing Portfolio - Semi-Annual Affidavit for Financial Statements.

10. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen, President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee
Anthony Delucia, Board of Aldermen, 4th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: August 26, 2015

Time: 6:00 p.m.

Location: Ortolì Community Center - 70 Woodlawn Avenue

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of the July 29, 2015 regular meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for July 2015
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-10: authorizing the approval of a contract between the Housing Authority of the City of Ansonia and L. Holzner Electric Company for the replacement of windows at Monsignor Hynes and John J. Stevens in an amount not to exceed \$560,000.00 and be completed by December 31, 2015. An alternate option as part of the bid if the Housing



Authority and L. Holzner Electric Company agree to replace door at both sites in the spring of 2016 would be an additional \$540,000.00.

10. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen, President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee
Anthony Delucia, Board of Aldermen, 4th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: September 30, 2015

Time: 6:00 p.m.

Location: Ortol Community Center - 70 Woodlawn Avenue

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of the August 26, 2015 regular meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for August 2015
6. Report of Executive Director
 - A. Annual Plan / Five Year Plan
 - B. Admissions and Continued Occupancy Policy (ACOP) and dwelling lease
 - C. Riverside Apartments Redevelopment Update
- Report of Housing Operations Director
- Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business



9. New Business

- A. Resolution 2015-11: authorizing an amendment to the contract between the Housing Authority of the City of Ansonia and L. Holzner Electric Company for the replacement of windows at Monsignor Hynes and John J. Stevens in an additional amount of \$3,500.00 to not exceed \$563,500.00 and be completed by January 31, 2016.

10. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen, President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee
Anthony Delucia, Board of Aldermen, 4th Ward and AHA Community Housing Committee



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SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

Date: October 15, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia, Connecticut

1. Pledge of Allegiance
2. Roll Call
3. Public Session
4. New Business

A. Resolution 2015-12: This resolution authorizes the approval of the 2016 Public Housing Agency Annual Plan and Five Year Plan.

5. Adjournment

cc: Board of Commissioners
Elizabeth S. Lynch, Town and City Clerk
Attorney James Sheehy, Sheehy & Dillon, General Counsel
Phillip Tripp, Board of Aldermen, President and 2nd Ward
Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee
Anthony Delucia, Board of Aldermen, 4th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: October 28, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of the September 30, 2015 regular meeting and October 15, 2015 special meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for September 2015
6. Report of Executive Director
Report of Housing Operations Director (No report this month)
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-13: authorizing the execution of the Connecticut Housing Finance Authority - State Housing Portfolio - Semi-Annual Affidavit for Financial Statements for the quarter ending September 30, 2015.



- B. Resolution 2015-14: authorizing the approval of the Housing Authority of the City of Ansonia's Admissions and Continued Occupancy Policy (ACOP), the Dwelling Lease and the 3rd amendment of the 2015 Agency Plan.
- C. Resolution 2015-15: authorizing the Executive Director to negotiate and execute a Memorandum of Understanding with the selected development firm to provide support for the Riverside Apartments redevelopment.

10. Executive Session

- A. Pursuant to Section 1-200 (6) and (8) of the Connecticut General Statutes there will be an executive session to discuss the Commission on Human Rights and Opportunity (CHRO) case number 1530499 - Jacob Scaife v. Housing Authority of the City of Ansonia.

11. Adjournment

cc: Board of Commissioners

Elizabeth S. Lynch, Town and City Clerk

Attorney James Sheehy, Sheehy & Dillon, General Counsel

Phillip Tripp, Board of Aldermen, President and 2nd Ward

Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee

Anthony Delucia, Board of Aldermen, 4th Ward and AHA Community Housing Committee



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REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: November 18, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of the October 28, 2015 regular meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for October 2015 (Because the meeting is earlier in the month due to the holiday the financial statements for October 2015 will be present at the December 2015 meeting).
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business



- A. Resolution 2015-16: Authorizing the payout of accumulated sick leave to employees hired prior to October 15, 1997. Additionally, one week's vacation leave will be paid out for an employee.
- B. Resolution 2015-17: Adopt Board of Commissioners Meeting Schedule for 2016
- C. Resolution 2015-18: Authorizing the approval of the Fiscal Year 2016 budgets at the Housing Authority of the City of Ansonia as listed below:
 - 1. Low Income Public Housing Operating Budget (LIHP) for fiscal year 2016
 - 2. State Elderly Operating Budget (E-75) for fiscal year 2016
 - 3. Riverside Development Operating Budget for fiscal year 2016
 - 4. Housing Choice Voucher Operating Budget (Section 8) for fiscal 2016
- D. Resolution 2015-19: authorizing change order #1 to the contract between the Housing Authority of the City of Ansonia and L. Holzner Electric Company for the replacement of windows at Monsignor Hynes and John J. Stevens in an additional amount of \$19,932.00 to not exceed \$583,432.00.

10. Executive Session

- A. Pursuant to Section 1-200 (6) and (8) of the Connecticut General Statutes there will be an executive session to discuss the Annual Performance and Executive Director's contract at the request of the Executive Director.

11. Adjournment

cc: Board of Commissioners

Elizabeth S. Lynch, Town and City Clerk

Attorney James Sheehy, Sheehy & Dillon, General Counsel

Phillip Tripp, Board of Aldermen, President and 2nd Ward

Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee

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ANNUAL MEETING AGENDA BOARD OF COMMISSIONERS

Date: November 18, 2015

Time: 5:45 p.m.

Location: Main Office - 36 Main Street, Ansonia

1. Pledge of Allegiance
2. Roll Call
3. New Business: Election or Appointment of Officers
 - A. Election or Appointment of Chairman
 - B. Election or Appointment of Vice Chairman
 - C. Election or Appointment of Treasurer
 - D. Election or Appointment of Secretary
4. Any comments by members of the Board of Commissioners
5. Adjournment

cc: Board of Commissioners

Elizabeth S. Lynch, Town and City Clerk

Attorney James Sheehy, Sheehy & Dillon, General Counsel

Phillip Tripp, Board of Aldermen, President and 2nd Ward

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AMENDED REGULAR MEETING AGENDA BOARD OF COMMISSIONERS

Date: December 16, 2015

Time: 6:00 p.m.

Location: Main Office - 36 Main Street, Ansonia

1. Pledge of Allegiance
2. Roll Call
3. Approval of the minutes of the November 18, 2015 regular meeting of the Board of Commissioners.
4. Public Session
5. Review of Financial Statements for October 2015
6. Report of Executive Director
Report of Housing Operations Director
Report of Ross Grant Coordinator
7. Report of Committees
8. Unfinished Business
9. New Business
 - A. Resolution 2015-20: This resolution ratifies resolution 2013-26 and 2014-15 that authorizes a contract for architecture, engineering and design services between the Housing Authority of the City of Ansonia and Tise Design Associates from June 3, 2013



to June 2, 2014 and with two one-year renewals in an additional amount of \$465,000.00 and to increase the total contract amount not to exceed \$963,991.34.

10. Executive Session

A. Pursuant to Section 1-200 (6) and (8) of the Connecticut General Statutes there will be an executive session to discuss the Annual Performance and Executive Director's contract at the request of the Executive Director.

11. Adjournment

cc: Board of Commissioners

Elizabeth S. Lynch, Town and City Clerk

Attorney James Sheehy, Sheehy & Dillon, General Counsel

Phillip Tripp, Board of Aldermen, President and 2nd Ward

Joan Radin, Board of Aldermen, 5th Ward and AHA Community Housing Committee

Anthony Delucia, Board of Aldermen, 4th Ward and AHA Community Housing Committee

