

Housing Authority of the City of Ansonia

Special Meeting Minutes

Wednesday – November 29, 2023

The regular meeting of the Housing Authority of the City of Ansonia was called to order at **5:45 PM on November 29, 2023**, by Chairman, Lorie Vaccaro.

Roll Call by Executive Director, Steven Nakano: Lorie Vaccaro – Chairman, Kim'mula Eason- Vice Chairman via phone conference, Ralphine Siggars- Commissioner, Brian Laskey- Commissioner.

Chairman Vaccaro asked for the minutes to be reviewed and approved.

- **Motion to approve the minutes of the October 25, 2023 Regular Meeting of the Board of Commissioners.**

Motion by Commissioner, Ralphine Siggars. **Second** by Commissioner, Brian Laskey. **All in favor.** Motion passes unanimously.

Public Session:

Chairman Vaccaro opened the public session.

There was no one from the public at the meeting so the Public Session was closed.

Review of Financial Statements:

Director Nakano gave a brief update on the financials, see attached.

- **Motion to approve the October financials.**

Motion by Commissioner, Ralphine Siggars. **Second** by Commissioner, Brian Laskey. **All in favor.** Motion passes unanimously.

Monthly Reports:

Executive Director, Director Nakano gave his monthly report, see attached.

Chairman Vaccaro asked if anyone had any questions. Hearing none, motion was made.

- **Motion to accept the Executive Directors Report.**

Motion by Commissioner, Brian Laskey. **Second** by Vice Chairman, Kim'mula Eason. **All in Favor.** Motion passes unanimously.

HUD Calendar Update, Director Nakano updated the monthly report.

- **Motion to accept the HUD Calendar Report.**

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Motion by Commissioner, Brian Laskey. **Second** by Commissioner, Ralphine Siggars. **All in Favor.** Motion passes unanimously.

Director of Public Housing, Maintenance, Facilities & Modernization Report, Jared Heon presented his monthly report, see attached.

A brief discussion was held.

Chairman Vaccaro asked if anyone had any other questions. Hearing none, motion was made.

- **Motion to accept the Public Housing Report.**

Motion by Commissioner, Brian Laskey. **Second** by Vice Chairman, Kim'mula Eason. **All in Favor.** Motion passes unanimously.

*All reports presented will be on file with the filing of the minutes of the Ansonia Housing Authority for December 20, 2023.

Report of Committees: None.

Unfinished Business: None.



Executive Session:

- **Motion to go into Executive Session at 6:04 PM.**

Motion by Commissioner, Ralphine Siggars. **Second** by Vice Chairman, Kim'mula Eason. **All in Favor.** Motion passes unanimously.

- **Motion to come out of Executive Session.**

Motion by Commissioner, Brain Laskey. **Second** by Vice Chairman, Kim'mula Eason. **All in Favor.** Motion passes unanimously.

The Board of Commissioners came out of Executive Session at 6:29 P.M.

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New Business:



Housing Authority of the City of Ansonia

Resolution 2023-10

**RESOLUTION ADOPTING A SCHEDULE FOR THE HOUSING
AUTHORITY OF THE CITY OF ANSONIA’S BOARD OF
COMMISSIONER MEETINGS IN 2024**

WHEREAS, it is desirable that the Housing Authority of the City of Ansonia’s Board of Commissioners adopt the 2024 Board of Commissioners Meeting Schedule; and

WHEREAS, the meeting schedule for 2024 is attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ANSONIA THAT:

1. The Board of Commissioners of the Housing Authority of the City of Ansonia adopts the 2024 Meeting Schedule.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Signed by: _____
Steven Nakano
Executive Director

Date _____

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Chairman Vaccaro asked if anyone had any questions concerning this resolution. Hearing none, motion was made.

- **Motion to approve Resolution 2023-10.**

Motion by Commissioner, Brian Laskey. **Second** by Commissioner, Ralphine Siggars.
All in Favor. Motion passes unanimously.

Housing Authority of the City of Ansonia

Resolution 2023-11

**RESOLUTION AUTHORIZING THE APPROVAL OF THE FISCAL YEAR 2024
OPERATING BUDGETS AND CHFA MANAGEMENT PLAN FOR THE ANSONIA
HOUSING AUTHORITY FOR THE FOLLOWING AREAS: LOW INCOME PUBLIC
HOUSING (LIPH) OPERATING BUDGET; STATE ELDERLY (E-75) OPERATING
BUDGET; RIVERSIDE DEVELOPMENT OPERATING BUDGET; THE HOUSING
CHOICE VOUCHER (SECTION 8) OPERATING BUDGET AND SCATTERED SITE
HOUSING OPERATING BUDGET**

WHEREAS, it is a requirement of the Housing Authority of the City of Ansonia to have the annual operating budgets approved by the Board of Commissioners; and

WHEREAS, for the fiscal year beginning January 1, 2024, the following budgets are being recommended for approval:

1. Low Income Public Housing (LIPH) Operating Budget for Fiscal Year 2024
2. State Elderly (E-75) Operating Budget for Fiscal Year 2024
3. Riverside Development Operating Budget for Fiscal Year 2024
4. Housing Choice Voucher (Section 8) Operating Budget for Fiscal Year 2024
5. Scattered Site Housing for Fiscal Year 2024; and

WHEREAS, the Chairman of the Board of Commissioners acting on behalf of the Board of Commissioners is required to certify the approval of the aforementioned budgets by executing form HUD-52574, the CHFA Management Plan and related documents.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ANSONIA THAT:

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1. The Board of Commissioners of the Housing Authority of the City of Ansonia approves all Operating Budgets for Fiscal Year 2024; and
2. The Chairman is hereby authorized to execute form HUD-52574, CHFA Management Plan and any other necessary forms or documents related to the approval of the Housing Authority of the City of Ansonia Operating Budgets for Fiscal Year 2024 and authorize the Executive Director to submit the budgets to HUD and the Management Plan to CHFA.

AYES

NAYS

ABSTENTIONS

ABSENT

Signed by: _____
Steven G. Nakano
Executive Director

_____ Date

Chairman Vaccaro asked if anyone had any questions concerning this resolution. Hearing none, motion was made.

- **Motion to approve Resolution 2023-11.**

Motion by Commissioner, Brian Laskey. **Second** by Commissioner, Ralphine Siggars.
All in Favor. Motion passes unanimously.



Housing Authority of the City of Ansonia

Resolution 2023-12

**RESOLUTION ADOPTING THE TEMPORARY CLOSING OF THE
FEDERAL ELDERLY AND STATE ELDERLY WAITING LISTS FOR
PURGE**

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WHEREAS, the Ansonia Housing Authority maintains a waiting list for Federal Elderly Public Housing and State Elderly Public Housing; and

WHEREAS, the waiting lists should be updated annually in accordance with the ACOP to eliminate outdated information; and

WHEREAS, it has been difficult pulling applicants off the waiting lists with outdated information; and

WHEREAS, the Ansonia Housing Authority staff wishes to update the waiting lists by means of a routine purge in accordance with all Federal, State and Agency regulations/policies; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ANSONIA THAT:

1. The Federal Elderly Public Housing Waiting List and the State Elderly Waiting List shall be closed for a purge of each list from December 11th, 2023 until February 1st, 2024.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Signed by: _____
Steven G. Nakano
Executive Director

Date

Chairman Vaccaro asked if anyone had any questions concerning this resolution. Hearing none, motion was made.

- **Motion to approve Resolution 2023-12.**

Motion by Commissioner, Ralphine Siggars. **Second** by Vice Chairman, Kim'mula Eason. **All in Favor**. Motion passes unanimously.

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- **Motion for the Executive Director to execute the lease on the new property.**

Motion by Vice Chairman, Kim'mula Eason. **Second** by Commissioner, Ralphine Siggars.
All in Favor. Motion passes unanimously.

- **Motion to adjourn at 6:35 PM.**

Motion by Vice Chairman, Kim'mula Eason. **Second** by Commissioner, Ralphine Siggars.
All in Favor. Motion passes unanimously.



***Please see attached reports.**

***These minutes are subject to the approval of the Housing Authority of the City of Ansonia at their next scheduled meeting.**