

**EAST HAVEN HOUSING AUTHORITY  
REGULAR MEETING MINUTES**

**JULY 7, 2008  
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**MEMBERS PRESENT**

Chairwoman Massaro  
Commissioner Cianelli  
Commissioner Blando  
Commissioner Adams

**STAFF PRESENT**

Paul Hongo, Director

Chairwoman Massaro called the meeting to order at 7:35 p.m. Roll was called and a quorum was present.

**APPROVAL OF MINUTES**

**MOTION** made to approve the minutes of the June meeting by Commissioner Blando with the exception stating that not all members received a copy of the Town Charter and adding Commissioner Adams name to the members present and omit Commissioner Verderame who was not present. Commissioner Adams seconded. All were in favor, none were opposed and none abstained. **MOTIONS CARRIED**

**DIRECTOR'S REPORT**

Director Hongo stated that he is looking into By-Laws of other Town/Cities Commissions/Boards from CCM (Connecticut Conference of Municipalities) so that commissions may have them. The Economic Development Commission is in the process of creating a Mission Statement and Director Hongo thought others would like to follow suit.

**BILLS**

**MOTION** made by Commissioner Cianelli and seconded by Commissioner Blando to pay bills as stated. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Linda LaLuna

\$100.00 for Clerk fee

**PERSONNEL ISSUES**

Carmen is on vacation this week. She did offer to come in for the meeting but Chairwoman Massaro told her it was unnecessary. Commissioner Blando asked if the Agency was actively seeking a new Executive Director. Chairwoman Massaro stated that they were not and were using Imagineers for at least the 6-month term originally voted on in April. Director Hongo hasn't had a chance to look at Carmen's contract yet, but will do so and bring the information back to the commission.

**OTHER BUSINESS**

Chairwoman Massaro passed around the checkbook and bank statements for all to look at. She stated that the agency is receiving a refund of \$227.23 from Imagineers for overpayment of fees. All the landlords have been paid for July. Chairwoman Massaro stated that we have to pay the landlords even if the money hasn't come in yet from other towns for portability vouchers.

Director Hongo stated that he received an email from Ken Schultz regarding the Admin fees for the first quarter, which he gave to Chairwoman Massaro and it will be followed up on and report back to commission. Chairwoman Massaro stated that it appeared that

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the agency owes \$39.00 to HUD. She will talk to Ken Schultz about this as well as having Imagineers adhere to the regulations that the commission agreed upon with regard to new voucher recipients.

There being no further business to come before the Commission, **MOTION** made to adjourn at 7:58 by Commissioner Cianelli and seconded by Commissioner Adams. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Respectfully Submitted,

Linda S. LaLuna  
Clerk