

**EAST HAVEN HOUSING AUTHORITY
REGULAR MEETING MINUTES**

**SEPTEMBER 8, 2008
PAGE 1**

MEMBERS PRESENT

Chairwoman Massaro
Commissioner Cianelli
Commissioner Blando

STAFF PRESENT

Paul Hongo, Director
Carmen Washington

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 July meeting by Commissioner Blando Commissioner Cianelli seconded. All were in favor, none were opposed and none abstained. **MOTIONS CARRIED**

MOTION made to table the special meeting minutes of July 29th until there are more commissioners at a meeting that were present so the minutes can be approved. Seconded by Commissioner Cianelli. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

DIRECTOR'S REPORT

Director Hongo stated that he is talked to CCM about By-Laws from other Towns and we should have something soon. Also the Town Charter is now on the website, which is townofeasthaven.com.

BILLS

MOTION made by Commissioner Blando and seconded by Commissioner Cianelli to pay bills as stated and add the clerk fee of \$100.00 for Linda LaLuna. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Connecticut Mortgage Bankers Assoc.	\$80.00 for Seminar which wasn't attended but still had to pay for due to changes in the Housing Office
NAHRO Annual Membership	\$327.50
Minuteman Press	\$126.15 for stationary (Pd with General Office supply funds from Town)
Linda LaLuna	\$100.00 for Clerk fee

MOTION made by Commissioner Blando to enter into Executive Session at 7:47 p.m. and invite Attorney Al Zullo into said Executive Session. Commissioner Cianelli seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Reenter regular session at 8:00 p.m. Roll was called and quorum still present.

PERSONNEL ISSUES

Commissioner Cianelli made a **MOTION** to terminate the employment of Cassandra Ashe. Commissioner Blando seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

With regard to the options available to recover missing funds from the Agency, Attorney Al Zullo spoke with the Agency and is talking to the Insurance Company and will report back to the commission.

With regard to the appointment of an auditor, the Agency wasn't sure if it wanted to continue to use Levitsky & Berney or go with a new one. Commissioner Cianelli made a **MOTION** to table this item until the next meeting. Commissioner Blando seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

OTHER BUSINESS

The commission discussed and reviewed the retainer agreement for Attorney Al Zullo. He is not charging a retainer fee to the Housing Authority but will charge on a per diem basis. Commissioner Blando made a **MOTION** to allow Chairwoman Massaro sign the Retainer Agreement on behalf of the Housing Authority. Commissioner Cianelli seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

A copy of the letter regarding Carmen Washington's insurance was discussed.

Chairwoman Massaro passed around the checkbook and the July bank statement for all to look at. She stated that she just received the August statement and she will pass that out at the next meeting.

Commissioner Blando made a **MOTION** to authorize on a monthly basis the reimbursement to the Town of East Haven for Carmen Washington's insurance, which went into effect September 1, 2008. Commissioner Cianelli seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Carmen then requested that she be allowed to attend an Advanced Inspection Training seminar, which is the 2nd part of the HQS Training she has already received. She is still required to do Quality Control Inspections and follow-ups on Imagineers. It will help keep the SEMAP score for the Agency high. .

At this time, Commissioner Blando made a **MOTION** to go back into Executive Session at 8:20 p.m. Commissioner Cianelli seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Re enter regular session at 8:27 p.m. Roll was called and a quorum was still present.

There were questions amongst the commissioners regarding the training seminar and whether it was really necessary seeing Imagineers had taken over the program. **MOTION** made to hold off on this training seminar until spring by Commissioner Cianelli and seconded by Commissioner Blando. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Carmen handed out an information pamphlet on a CONN-NAHRO Golf Tournament if any of the Commissioners were interested. Also, Carmen asked about the contract status of Imagineers. She spoke to the members about concerns with the way the

program

**EAST HAVEN HOUSING AUTHORITY
REGULAR MEETING MINUTES**

**SEPTEMBER 8, 2008
PAGE 3**

is being run. She was told to document all issues and schedule a meeting to have Ken Schultz from Imagineers attend to discuss the issues. Carmen asked if the program was going to be put out to bid and Chairwoman Massaro stated that the Agency is not ready to take the program back and would use the extension clause for the contract until they could figure out which was the best way to go.

A discussion was held regarding a complaint that was filed against a Landlord. Paul wrote a letter to him and discussed in person the situation that the Landlord had and what Imagineers did to rectify the situation.

There being no further business to come before the Commission, **MOTION** made to adjourn at 8:45 p.m. by Commissioner Blando and seconded by Commissioner Cianelli. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Respectfully Submitted,

Linda S. LaLuna
Clerk