

**Town of East Haven, CT**  
**Housing Authority Meeting Minutes**  
**October 21, 2013**

**Members Present**

Chairwoman Natarajan  
Vice-Chair Michael Enders  
Commissioner Bellmore  
Commissioner Dave Sagnella  
Commissioner Paul Constantinople, Jr.

**Staff Present:**

Arthur L. DeSorbo, Dir  
Francine Gaglione

Vice Chairman Enders called the meeting to order at 7:17, Chairwoman Natarajan was late. Roll was called and a quorum was present.

**Approval of Minutes**

Commissioner Bellmore mentioned that in last month's meeting regarding the change over from Bank of America to First Niagra the name of the bank was never mention. Commissioner Bellmore made a **MOTION** to amend last month's meeting, Chairman Sagnella 2<sup>nd</sup> the motion. Vice-Chair Enders made a **MOTION** to accept the minutes of the August 19<sup>th</sup> meeting, Chairwoman Natarajan seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED.**

**Director's Report**

Director DeSorbo met with the Branch Manager from First Niagara Bank, Mr. Michael DeMaio to discuss the Housing Authority Account. Director DeSorbo is waiting to sign the Depository Agreement; once this is done he will be setting up a wire transfer between the First Niagara and Merit Properties. Commissioner Bellmore said she would like to see the transition plan and wants to see the monthly Housing Authority bank statements after Jim Keely gets them.

The Housing Authority needs to have a secretary, so Commissioner Sagnella is going to be the secretary and Chairwoman Natarajan is going to be the Chairwoman. Both signed the agreement. Commissioner Bellmore also wants the Housing Authority to check the surrounding towns to see what they have for Housing Vouchers. Commissioner Bellmore made a **MOTION** to approve the transition, Commissioner Enders, seconded. All were in favor, one were opposed and none abstained. **MOTION CARRIED.**

## **BILLS**

Jim Keely - \$300.00 for accounting services from April 1, 2013 through June 30, 2013. Commissioner Bellmore and Commissioner Sagnella questioned why we were paying for someone to keep track of our Housing Authority checks, and why they were not being done from the Housing Authority Department. Director DeSorbo stated that we were doing this because HUD stated that we need to be arms length, and cannot have anyone in the Housing Authority doing the checkbook. This was done based upon one of our audits. Commissioner Bellmore wants documentation from Jim Keely for monthly work being done, and also requests that he comes to one of the Housing Authority meetings. **MOTION** was made by Commissioner Bellmore to pay Jim Keely, Commissioner Sagnella seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED.**

## **PERSONNEL ISSUES**

None

## **OTHER BUSINESS**

None

There being no other business to come before the agency, a **MOTION** was made to adjourn the meeting at 8:06 by Commissioner Bellmore, and seconded by Vice-Chair Enders. All were in favor, none were opposed and none abstained. **MOTION CARRIED.**

Respectfully Submitted

Francine Gaglione