



**Housing Authority of the City of Bristol
164 Jerome Avenue – Bristol, CT 06010**

Chief Executive Officer
Mitzy Rowe

Board of Commissioners
Rickey Bouffard, Chair
Brian S. Suchinski, Vice-Chair
Andrew D. Thyme
Greg Klimek
Ada O. Avilés

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Approved by the Board on October 20, 2020

**Minutes of the Regular Meeting of the
Housing Authority of the City of Bristol**

**September 15, 2020
Via Video/Telephone Conference**

Chair Bouffard called the meeting to order at 4:23 p.m.

1. Roll Call

Present

Rickey Bouffard, Chair
Andrew D. Thyme, Commissioner
Greg Klimek, Commissioner
Ada O. Avilés, Tenant Commissioner

Absent

Brian S. Suchinski, Vice-Chair

Also present: Mitzy Rowe, Chief Executive Officer; Sal Vitrano, General Counsel; Melissa Green, Deputy Director/Director of HCV Program; Carl Johnson, Director of Capital Funds; Sharon Oquendo, Director of Public Housing; Yvonne Tirado, Director of Accounting and Special Projects; Laura LaMar, Property Manager; Amy D'zurka, Property Manager; Ariana Caldas, Property Manager; Michael Kavanaugh, Executive Assistant to the CEO

The Chair announced that the meeting was being held by video/telephone conference, that the public had been invited to join by telephone, and that the meeting was being recorded.

2. Public Participation

No members of the public participated.

3. Review and Approval of the Minutes

Commissioner Thyme made a motion to approve the minutes of the Regular Meeting of August 18, 2020, and the motion was seconded by Commissioner Klimek.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

*“Designated High Performer by HUD for 2019”
The Bristol Housing Authority is an Equal Opportunity Affirmative Action Employer*



4. Staff Reports for September 2020

- a. Chief Executive Officer Report**
- b. Director of Capital Fund Report**
- c. Deputy Director/Director of Housing Choice Voucher Program Report**
- d. AMP 1 – Senior Property Manager Report**
- e. AMP 2 – Director of Public Housing Program Report**
- f. AMP 3 – Property Manager Report**
- g. Congregate – Property Manager Report**
- h. Zbikowski Park M8 – Sr. Property Manager Report**
- i. Zbikowski Park LIHTC – Sr. Property Manager Report**

Commissioner Klimek made a motion to accept the staff reports, and the motion was seconded by Commissioner Thyme.

Commissioners were shown a slide presentation prepared by the CEO of four BHA resident college students who were awarded BHA scholarships and two who were awarded CONN-NAHRO scholarships in the past month.

Commissioners were shown a slide presentation prepared by the CEO of the six BHA young residents who submitted drawings to the NAHRO “What Home Means to Me” poster contest, and the CEO announced that two of the six were chosen by NERC/NAHRO to be submitted to NAHRO to be considered in the national contest.

The CEO announced that last month BHA was given the HAI Group Risk Management Most Improved Award for 2020.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

5. Board Committee Reports

There were no committee reports.

6. Review and Take Action on List of Invoices

Commissioner Klimek made a motion to accept the List of Invoices for August 2020, and the motion was seconded by Commissioner Thyme.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

7. Review and Take Action on Financial Reports

Commissioner Klimek made a motion to table the approval of the August 2020 financial reports until the meeting next month, and the motion was seconded by Commissioner Thyme.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

8. Old/New Business

There was no old or new business.

9. Executive Session to Discuss Litigation Related to Carabetta

At 4:36 p.m. Commissioner Klimek moved that the Board enter into executive session, inviting in the CEO and General Counsel, to discuss Litigation Related to Carabetta, and the motion was seconded by Commissioner Thyme.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

Chair Bouffard declared the meeting in open session at 5:19 p.m.

10. Any Action Resulting from Executive Session

No action was taken.

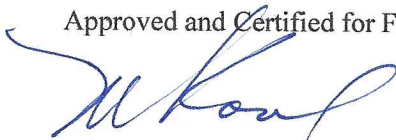
11. Adjournment

At 5:20 p.m., Commissioner Klimek made a motion to adjourn the meeting, and the motion was seconded by Commissioner Thyme.

There being no further discussion

UNANIMOUS VOTE, MOTION CARRIED

Approved and Certified for Filing:



Mitzy Rowe
Chief Executive Officer
Bristol Housing Authority

Date: October 20, 2020