



## **SPECIAL BOARD MEETING**

**January 6, 2022**

5:15 p.m.

Zoom Conference

### **AGENDA**

1. Approve Minutes of the COC Board Meeting of December 8, 2021
2. Resolution:
  - 22-01 Authorize the Housing Authority of the City of Stamford d/b/a Charter Oak Communities ("HACS") to enter into a certain ground lease with LHT4 Limited Partnership (the "Partnership"), and authorize the Seller Loan, the HACS Reserves Loan, the Sponsor Loan and the Fee-in-Lieu Loan (each as hereinafter defined) to the Partnership all in connection with the redevelopment of Phase 4 of Lawnhill Terrace (the "Project").
3. Executive Session
  - Legal Matters, Real Estate Items, Personnel Items

MINUTES OF THE REGULAR BOARD MEETING OF  
THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF STAMFORD  
DECEMBER 8, 2021

A regular Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held using a remote connection meeting platform- Zoom on Wednesday, December 8, 2021.

Commissioner Rutz called the meeting to order at 6:09 p.m.

**A. Attendees**

Present: Rich Ostuw  
Susan Rutz  
Sheila Williams-Brown  
Lester McKoy  
Bianca Shinn-Desras

Advisory Board Member: Ronice Latta

Staff Members Present: Vin Tufo  
Sam Feda  
Jacqueline Figueroa  
Jonathan Gottlieb  
Darnel Paulemon  
Jamie Perna  
Lisa Reynolds  
Peter Stothart  
Janice Tantimonico  
Christine Young

Resident: Frances Lane

**B. Approval of Minutes - Approval of minutes of the Regular Board Meeting of November 17, 2021**

➤ Commissioner Rutz moved, Commissioner McKoy seconded

The minutes were approved.

Ayes:	Susan Rutz	Nays:	None
	Rich Ostuw		
	Lester McKoy		
	Bianca Shinn-Desras		
	Sheila Williams-Brown		

**C. Public Comment – Ms. Lane, resident of Post House, stated that everything is going well and that she would like to wish everyone a happy holiday.**

**D. Election of Officers –**

- Commissioner Williams-Brown nominated, Commissioner McKoy seconded, Commissioner Rutz as Chairwoman
- Commissioner McKoy nominated, Commissioner Williams-Brown seconded, Commissioner Ostuw as Vice Chairman
- Both appointments were approved by unanimous vote.

E. **Strategic Overview from Chief Executive Officer-** Mr. Tufo stated that Stamford has a new mayor, Mayor Caroline Simmons. Mr. Tufo, Ms. Figueroa and Ms. Shinn-Desras were appointed to the transition advisory teams to help guide the new administration into office. The recommendations of the various transition policy teams are being presented to Mayor Simmons and will be prioritized by the new administration. Mr. Tufo reported that Mayor Simmons has begun to appoint her cabinet with appointees that need to be approved by the Board of Representatives for permanent status. Mayor Simmons has retained the City's contract for grant writing services with Sustainable Strategies DC, which is a progressive lobbying firm helping communities obtain resources for revitalization. COC's informal relationship with the City are expected to allow us to use these grant writing services for federal programs.

Mr. Tufo stated that Mayor Simmons has apparently taken on major challenges to include federal infrastructure spending, Federal Emergency Management Agency (FEMA) funds and the American Rescue Plan Act (ARPA), which includes some unallocated funds at the City and State level that COC would like to request. COC is monitoring the proposed Build Back Better bill which, if authorized, would provide additional funds for public housing, housing vouchers and new housing construction.

F. **Board Discussion – Internet Access for Residents** - Ms. Rutz opened the discussion on COC's ability to provide universal broadband access. Ms. Rutz stated that COC provides more than physical housing and that, at a national HUD conference, it was suggested that internet availability is seen as an essential utility to residents. Ms. Latta stated that the pandemic has raised concerns for children residing in public housing authorities not having access to the internet to support their education. COC should determine if it may make broadband access a priority, affordable and accessible to all residents. Ms. Williams-Brown stated that affordability is a concern for many families including senior citizens. Mr. Ostuw questioned how much cost savings there would be on a master account instead of an individual account. COC will conduct research to learn if such an option is available and cost effective.

Ms. Perna discussed the temporary HUD emergency broadband benefit available to the residents 08/2021. Ms. Perna stated that there was limited interest in the program due to the amount of the discount and the limited time basis. A long-term option may be more beneficial to residents. Wi-Fi availability in the COC community rooms was discussed to allow access for school-age children. The staff will follow up with the IT Department to learn if access to the internet can be made available. Mr. McKoy raised concerns on the lack of hardware for Wi-Fi in the City and recommended that we consider partnering with other agencies to learn what can be accomplished. Mr. Tufo noted that a city-wide Wi-Fi Hotspot initiative was developed under the Martin administration, and COC should inquire if the Simmons administration is focused on this. Mr. Ostuw noted that it would be important to develop a survey of the residents to learn: What percentage of residents have Wi-Fi today? How large is the gap? Why? Ms. Rutz stated that we should review the different options and learn what is feasible.

G. **Resolutions:**

**21-31: Approve Easement with City of Stamford at Stamford Manor Property**

➤ Commissioner Ostuw moved, Commissioner Shinn-Desras seconded.

Be it resolved by the Board of Commissioners of the Housing Authority of the City of Stamford that the easement in favor of the City of Stamford for utility and service access across the Stamford Manor property be approved as submitted.

The resolution was passed.

Ayes:	Susan Rutz	Nays:	None
	Rich Ostuw		
	Lester McKoy		
	Bianca Shinn-Desras		
	Sheila Williams-Brown		

**21-32: Accept City of Stamford Year 47 Community Development Block Grant (CDBG) for Replacement of the Dining Room Air Conditioning units at Wormser Congregate**

➤ Commissioner Ostuw moved, Commissioner Shinn-Desras seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford that the Executive Director is authorized to accept \$33,600.00 YR 47 CDBG Grant from the City of Stamford for the Replacement of the Dining Room Air Conditioning Units at Wormser Congregate. The Executive Director is authorized to execute a contract and related documents, including requests for payment from this grant.

The resolution was passed.

Ayes:	Susan Rutz	Nays:	None
	Rich Ostuw		
	Lester McKoy		
	Bianca Shinn-Desras		
	Sheila Williams-Brown		

**21-33: Approve the Housing Choice Voucher (HCV) Program Administrative Plan**

➤ Commissioner Ostuw moved, Commissioner Shinn-Desras seconded.

Be it resolved by the Board of Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the updated Housing Choice Voucher Program Administrative Plan is hereby adopted effective December 31, 2021.

The resolution was passed.

Ayes:	Susan Rutz	Nays:	None
	Rich Ostuw		
	Lester McKoy		
	Bianca Shinn-Desras		
	Sheila Williams-Brown		

**H. Executive Session**

No Executive Session was held.

**I. Adjournment**

At 7:04 p.m., after a motion duly made by Commissioner Ostuw and seconded by Commissioner Williams-Brown, the Board meeting was adjourned.

Natalie Coard  
Executive Director

**HOUSING AUTHORITY OF THE CITY OF STAMFORD**

22 Clinton Avenue  
Stamford, Connecticut 06901

**Board Meeting Date:** January 6, 2022

**Resolution Number:** 22 - 1

**RESOLUTION**

**Subject:** Authorize the Housing Authority of the City of Stamford d/b/a Charter Oak Communities (“HACS”) to enter into a certain ground lease with LHT4 Limited Partnership (the “Partnership”), and authorize the Seller Loan, the HACS Reserves Loan, the Sponsor Loan and the Fee-in-Lieu Loan (each as hereinafter defined) to the Partnership all in connection with the redevelopment of Phase 4 of Lawnhill Terrace (the “Project”).

**Background:** HACS currently owns the property known as 31-97 Custer Street (odd only), Stamford, Connecticut (the “Property”). HACS will enter into a certain ground lease (the “Ground Lease”) with the Partnership for the Property in connection with the Project. In addition, HACS will be extending certain subordinate financing to the Partnership in connection with the construction, rehabilitation and development of the Project. HACS will extend (i) a loan in the estimated amount of **\$5,034,000.00** which funds shall be seller financing (the “Seller Loan”), (ii) a loan in the estimated amount of **\$2,151,869.00** (the “Fee In Lieu Loan”), (iii) a loan in the amount of **\$221,854** (the “Sponsor Loan”), and (iv) a loan in the estimated amount of **\$710,764.00** (the “HACS Reserves Loan”; together with the Seller Loan, the Fee In Lieu Loan and the Sponsor Loan sometimes collectively referred to as the “Loans”). Each of the Loans will be evidenced by a promissory note containing terms acceptable to HACS and may be secured by a mortgage or other collateral interests, which shall encumber the Project as subordinate debt (such documents collectively referred to as the “Loan Documents”).

**NOW, THEREFORE, BE IT RESOLVED, that:**

1. HACS enter into the Ground Lease with the Partnership for the Property, and enter into any and all agreements, documents or papers necessary in connection with the Ground Lease.
2. HACS extend the Loans to the Partnership in accordance with the Loan Documents and take whatever additional action(s) may be required pertaining to said Loans.
3. HACS, and Vincent Tufo as CEO of HACS, and any other officer of HACS, be, and hereby are, authorized to do and perform all such further acts and things as may be necessary or convenient in order to consummate the transactions authorized in the foregoing resolutions or as otherwise required in

connection with the completion of the Project, and any actions heretofore or hereafter taken in carrying out the purposes of these resolutions is confirmed, approved and ratified in all respects.

4. That certain Resolution No. 22-1 dated January 6, 2022 remains in full force and effect.

5. This Resolution shall take effect immediately.

**Submitting Resolution**  
**Vincent Tufo**  
**Its CEO**