



March 17, 2023

Ms. Lyda Ruijter  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06901

Dear Ms. Ruijter,

This is to notify you that the Board Meeting of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities is scheduled for Wednesday, March 22, 2023, at 6:10 p.m. via a Zoom conference call and in person at Post House, 40 Clinton Avenue, main conference room. Please join the Zoom Meeting by going to the link:

<https://us02web.zoom.us/j/86538558946?pwd=aG9od0YxcVJ0ZHp4L0MxYXhvR25RZz09>

or by phone at (646) 876-9923 and enter the:

Meeting ID: 856 355 8946

Passcode: 738477

The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,

Natalie Coard  
Executive Director

Attachment



## **REGULAR BOARD MEETING**

**March 22, 2023**

6:10 p.m.

Zoom Conference

### **AGENDA**

1. Approve Minutes of the COC Board Meeting of February 22, 2023
2. Public Comment
3. Board Committee Reports
  - HR Committee Meeting
  - Operations Committee Meeting
  - Finance Committee Meeting
4. Report from Executive Director
5. Strategic Overview from Chief Executive Officer
6. Resolutions:
  - 23-06 - Acceptance of Charter Oak Communities Write-Off of Tenant Accounts Receivable Balances Over \$5,000.
7. Executive Session
  - Legal Matters, Real Estate Items, Personnel Items



March 17, 2023

Ms. Lyda Ruijter  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06901

Dear Ms. Ruijter:

This is to notify you that the Special Board Meeting of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities is scheduled for Tuesday, March 21, 2023, at 6:00 p.m. via Zoom conferencing. Please join the Zoom Meeting by going to:

<https://us02web.zoom.us/j/89252039661?pwd=Uzl1b0Z4ekZKMk84TW9FcjluMjJUQT09>

or by phone at (646) 876-9923 and enter the:

Meeting ID: 892 5203 9661

Passcode: 670297

The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,

Natalie Coard  
Executive Director

Attachment

**Agenda**

**Finance Committee Meeting**

**March 21, 2023**

**6:00 p.m.**

1. Review of Audits (periods ending 12/31/2022 and 9/30/22) – Whittlesey Audit Team
2. A/R Write-offs (Resolution) – Tania and Natalie
3. Other



March 17, 2023

Ms. Lyda Ruijter  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06901

Dear Ms. Ruijter:

This is to notify you that the Special Board Meeting of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities is scheduled for Tuesday, March 21, 2023, at 5:00 p.m. via Zoom conferencing. Please join the Zoom Meeting by going to

<https://us02web.zoom.us/j/89252039661?pwd=Uzl1b0Z4ekZKMk84TW9FcjluMjJUQT09>

or by phone at (646) 876-9923 and enter the:

Meeting ID: 892 5203 9661

Passcode: 670297

The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,

Natalie Coard  
Executive Director

Attachment

**Agenda**

**Human Resources Committee Meeting**

**March 21, 2023**

**5:00 p.m.**

1. ADP Performance Evaluation Walk-Through
2. Recruitment Update
  - a. New Hires
  - b. Promotion
  - c. Open Positions
3. Summary of Ad-Hoc Meeting - Competing in the New Talent Market

**New Hire and Termination Data as of March 15, 2023**

<b>Timeframes of New Hires and Terminations</b>	<b>Number of Employees</b>
January 1, 2022 - December 31, 2022 - Number of Hires	10
January 1, 2022 - December 31, 2022 - Number of Terminations	18
Terminations included (3) Retirements and (5) Layoffs due to outsourcing the attendants at Wormser Congregate	
January 1, 2023 to March 15, 2023 - Number of Hires	6
January 1, 2022 to March 15, 2022 - Number of Hires	5
January 1, 2023 to March 15, 2023 - Number of Terminations	3
January 1, 2022 to March 15, 2022 - Number of Terminations	4



March 17, 2023

Ms. Lyda Ruijter  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06901

Dear Ms. Ruijter:

This is to notify you that the Special Board Meeting of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities is scheduled for Tuesday, March 21, 2023, at 5:30 p.m. via Zoom conferencing. Please join the Zoom Meeting by going to:

<https://us02web.zoom.us/j/89252039661?pwd=Uzl1b0Z4ekZKMk84TW9FcjluMjJUQT09>

or by phone at (646) 876-9923 and enter the:

Meeting ID: 892 5203 9661

Passcode: 670297

The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,

Natalie Coard  
Executive Director

Attachment

**Agenda**

**Operations Committee Meeting**

**March 21, 2023**

**5:30 P.M.**

1. February 2023 Accounts Receivable Update and Arrears
2. Lawnhill Phase 4 Leasing Update
3. New Employee Onboarding
4. Procurement & Capital Projects Update



**RIPPOWAM CORPORATION**  
**40 Clinton Avenue, Suite 101**  
**Stamford, Connecticut 06901**

March 17, 2023

Ms. Lyda Ruijter  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06901

Dear Ms. Ruijter:

This is to notify you that the Board Meeting of Rippowam Corporation will be held on Wednesday, March 22, 2023, at 6:45 p.m. via a Zoom conference call and in person at Post House, 40 Clinton Avenue, main conference room. Please join the Zoom Meeting by going to the link:

<https://us02web.zoom.us/j/86538558946?pwd=aG9od0YxcVJ0ZHp4L0MxYXhvR25RZz09>

or by phone at (646) 876-9923 and enter the:

Meeting ID: 865 3855 8946

Passcode: 738477

The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,



Jonathan Gottlieb  
President

Attachment

**RIPPOWAM CORPORATION  
REGULAR BOARD MEETING**

**March 22, 2023**

**6:45 PM**

**Agenda**

TO: Richard Ostuw  
Ronice Latta  
Bianca Shinn-Desras

---

- a. Call to Order
- b. Approval of the Board Meeting Minutes for February 22, 2023
- c. Development Update
- d. Oak Park Redevelopment Update
- e. Adjourn

**STAMFORD ELDERLY HOUSING CORPORATION**

22 Clinton Avenue  
Stamford, Connecticut 06901

March 17, 2023

Ms. Lyda Ruijter  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06901

Dear Ms. Ruijter:

This is to notify you that the Special Board Meeting of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities is scheduled for Wednesday, March 22, 2023 at 6:00 p.m. via a Zoom conference call and in person at Post House, 40 Clinton Avenue, main conference room. Please join the Zoom Meeting by going to the link:

<https://us02web.zoom.us/j/86538558946?pwd=aG9od0YxcVJ0ZHp4L0MxYXhvR25RZz09>

or by phone at (646) 876-9923 and enter the:

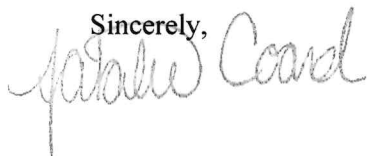
Meeting ID: 865 3855 8946

Passcode: 738477

The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,



Natalie Coard  
Executive Director

Attachment

**STAMFORD ELDERLY HOUSING CORPORATION**  
22 Clinton Avenue  
Stamford, Connecticut 06901

**NOTICE OF BOARD MEETING**  
**March 22, 2023**  
**6:00 p.m.**

To: Rich Ostuw  
Lester McKoy  
John Coff  
Sheila Williams-Brown

---

**AGENDA**

- a. Call to Order
- b. Approve Minutes of September 28, 2022
- c. Resolutions:
  - 23-S-01: Accept the Audited Financial Statements for Year Ended September 30, 2022 for Scofield Manor
- d. Adjourn