

# MINUTES

## Seymour Housing Authority

COPY RECEIVED  
DATE: 12/30/10  
TIME: 9:26 AM  
TOWN CLERK'S OFFICE

### ➤ 890<sup>th</sup> Meeting

The 890th Meeting, an Annual meeting of the Seymour Housing Authority, was held at Smithfield Gardens Assisted Living in the Multipurpose Room located at 26 Smith Street, Seymour, on Wednesday December 15, 2010 and was called to order by Chairperson White at 6:06 p.m.

### ➤ Roll Call

Answering the Roll Call were Commissioners Bellucci, Beres, Dota, Horelick and White.

Also present was Secretary and Executive Director David Keyser and Attorney Gregory J. Stamos.

### ➤ Election of Officers

At this point, Commissioner White stepped down to vacate the seat of Chairman and turned the meeting over to Vice-Chairperson Horelick.

Vice-Chairperson Horelick announced the vacancy in the seat of Chairman and opened the nominations for Chairman of the Seymour Housing Authority.

Commissioner Beres nominated Commissioner White as Chairman of the Seymour Housing Authority.

Commissioner Bellucci seconded the nomination.

Vice-Chairperson Horelick acknowledged the nomination and its second and asked if there were any further nominations for Chairman?

Hearing none, Vice-Chairperson Horelick again asked if there were any other nominations for Chairman?

Hearing none, Vice-Chairperson Horelick asked a third time if there were any other nominations for Chairman?

Hearing none, Vice-Chairperson Horelick declared the nominations closed and asked the Secretary to cast one unanimous vote for Commissioner White as Chairperson of the Seymour Housing Authority. Vice-Chairman Horelick declared Commissioner White as Chairman and turned the meeting back over to her.

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Chairperson White opened the nominations for Vice-Chairperson of the Seymour Housing Authority.

Commissioner Bellucci nominated Commissioner Horelick as Vice-Chairperson of the Seymour Housing Authority.

Commissioner Dota seconded the nomination.

Chairperson White acknowledged the nomination and its second and asked if there were any further nominations for Vice-Chairman?

Hearing none, Chairperson White again asked if there were any other nominations for Vice-Chairman?

Hearing none, Chairperson White asked a third time if there were any other nominations for Vice-Chairman?

Hearing none, Chairperson White declared the nominations closed and asked the Secretary to cast one unanimous vote for Commissioner Horelick as Vice-Chairperson of the Seymour Housing Authority. Chairperson White declared Commissioner Horelick as Vice-Chairperson.

Chairperson White opened the nominations for Treasurer of the Seymour Housing Authority.

Commissioner Horelick nominated Commissioner Dota as Treasurer of the Seymour Housing Authority.

Commissioner Bellucci seconded the nomination.

Chairperson White acknowledged the nomination and its second and asked if there were any further nominations for Treasurer?

Hearing none, Chairperson White again asked if there were any other nominations for Treasurer?

Hearing none, Chairperson White asked a third time if there were any other nominations for Treasurer?

Hearing none, Chairperson White declared the nominations closed and asked the Secretary to cast one unanimous vote for Commissioner Dota as Treasurer of the Seymour Housing Authority. Chairperson White declared Commissioner Dota as Treasurer.

Chairperson White opened the nominations for Assistant Treasurer of the Seymour Housing Authority.

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Commissioner Dota nominated Commissioner Bellucci as Assistant Treasurer of the Seymour Housing Authority.

Chairperson White seconded the nomination.

Chairperson White asked if there were any other nominations for Assistant Treasurer.

Hearing none, Chairperson White again asked if there were any other nominations for Assistant Treasurer?

Hearing none, Chairperson White asked a third time if there were any other nominations for Assistant Treasurer?

Hearing none, Chairperson White declared the nominations closed and asked the Secretary to cast one unanimous vote for Commissioner Bellucci as Assistant Treasurer of the Seymour Housing Authority. Chairperson White declared Commissioner Bellucci as Assistant Treasurer.

## ➤ **Annual Report**

See Exhibit 1

## ➤ **2011 Meeting Schedule**

After clarification, description and explanation of the 2011 Meeting Schedule (See Exhibit II), Commissioner Dota motioned to adopt the 2011 Meeting Schedule as presented. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor to signify by voting aye. Voting aye were Commissioners Bellucci, Beres, Dota, Horelick and White. Chairperson White declared the motion carried and the 2011 meeting schedule approved as presented.

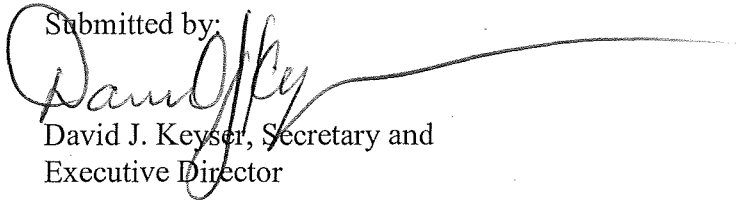
## ➤ **Adjournment**

Chairperson White asked for a motion to adjourn the 890<sup>th</sup> meeting, an Annual Meeting of the Seymour Housing Authority.

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At 6:15 P.M. Commissioner Dota motioned to adjourn the 890<sup>th</sup> Meeting of the Seymour Housing Authority. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Beres, Dota, Horelick and White. Chairperson White declared the motion carried and the 890<sup>th</sup> Meeting, an Annual Meeting adjourned.

Submitted by:

  
David J. Keyser, Secretary and  
Executive Director

## HOUSING AUTHORITY OF THE TOWN OF SEYMOUR

28 SMITH STREET  
 LOCK DRAWER 191  
 SEYMOUR, CONNECTICUT - 06483



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December 15, 2010

The following is the schedule of Meetings of the Seymour Housing Authority to be held during 2011. The meetings are generally scheduled on the first Wednesday of each month located at the Smithfield Gardens Assisted Living, Multi-Purpose Room located at 26 Smith Street and the time of the meetings is set for 5:30 P.M.:

Date	Meeting
January 5, 2011	Regular Meeting
February 2, 2011	Regular Meeting
March 2, 2011	Regular Meeting
April 6, 2011	Regular Meeting
May 4, 2011	Regular Meeting
June 8, 2011	Regular Meeting
July 6, 2011	Regular Meeting
August 3, 2011	Regular Meeting
September 7, 2011	Regular Meeting
October 5, 2011	Regular Meeting
November 2, 2011	Regular Meeting
December 7, 2011	Annual & Regular Meetings

Brenda A. White - *Chairperson/Tenant Commissioner*  
 Susan Horelick - *Vice Chairperson*  
 Virginia Dota - *Treasurer/Tenant Commissioner*  
 Dominick Bellucci - *Assistant Treasurer/Tenant Commissioner*  
 Paul Beres - *Commissioner*

David J. Keyser, PHM  
*Executive Director  
 and Secretary*



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# MINUTES

## Seymour Housing Authority

COPY RECEIVED  
DATE: 12/30/10  
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### ➤ 891st Meeting

The 891st Meeting, a Special meeting of the Seymour Housing Authority, was held at Smithfield Gardens Assisted Living in the Multipurpose Room located at 26 Smith Street, Seymour, on Wednesday December 15, 2010 and was called to order by Chairperson White at 5: 35 p.m.

### ➤ Roll Call

Answering the Roll Call were Commissioners Bellucci, Beres, Dota, and White. Executive Director David Keyser and Attorney Gregory Stamos were also in attendance.

### ➤ Public Session

None.

### ➤ Previous Minutes

Chairperson White introduced the previous meeting minutes of the 889<sup>th</sup> Regular Meeting.

Commissioner Bellucci motioned to accept the minutes of the 889<sup>th</sup> Regular Meeting, November 4, 2010. Commissioner Beres seconded the motion. Chairperson White acknowledged the motion and its second and asked all in favor of the motion as amended to vote aye. Voting aye were Commissioners Bellucci, Beres, Dota, and White. Chairperson White declared the motion carried.

At this time, 5:39 P.M. Commissioner Horelick entered the meeting already in progress.

### ➤ Bills & Communication

Chairperson White introduced the Bills. (See Exhibit I)

After detailed discussion, review and questions Commissioner Beres motioned to approve the bills as presented and authorize payment of the bills. Commissioner Belucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor of the motion to signify by voting aye. Voting aye were Commissioners Bellucci, Beres, Dota, Horelick and White. Chairperson White declared the motion carried and the Bills approved for payment as presented.

The Executive Director explained and discussed the pertinent correspondence.

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Commissioner White inquired about the maintenance memo sent to the Moderate Rental residents. She stated that an incorrect telephone extension number was listed. The Executive Director stated that he would be sending out a follow up letter, he stated he would correct the information.

## ➤ **Executive Director's Report**

The Executive Director stated that the Annual Report would include information and cover this month's Executive Director's Report.

## ➤ **Old Business**

None

## ➤ **New Business**

The Executive Director distributed a draft of a Conflict of Interest, or Code of Ethics Policy. The Executive Director stated that a review of the insurance policies has indicated that we should adopt a Conflict of Interest Policy or statement for the Board of Commissioners. He stated this is a draft, and perhaps Attorney Stamos can help us with a re-write or modifications to this draft. He stated that there was no need for action this evening on this matter, but he would place it back on the Agenda for next month.

## ➤ **Executive Session**

At 5:50 P.M. Commissioner Beres motioned to enter Executive Session to discuss pending litigation and to invite the entire Board of Commissioners, the Executive Director and Legal Counsel. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor of the motion to signify by voting aye. Voting aye were Commissioners Bellucci, Beres, Dota, Horelick and White. Chairperson White declared the motion carried.

At 6:03 P.M. Commissioner Beres motioned to leave Executive Session and to continue the order of the Agenda. Commissioner Dota seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor of the motion to signify by voting aye. Voting aye were Commissioners Bellucci, Beres, Dota, Horelick and White. Chairperson White declared the motion carried.

## ➤ **Any Other Business**

The Executive Director distributed a correspondence from Northeast Utilities. He summarized the letter by informing the Board that after the first of the year, Northeast Utilities will be turning street lights off at midnight. The letter informs that we can

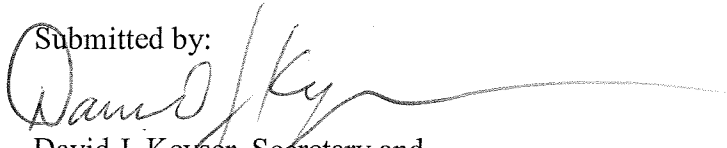
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request them to keep them on, at a cost. He stated that he will place this matter on the next month's agenda. He recommended that we consider leaving the street lights on past midnight for security purposes.

### ➤ Adjournment

Chairperson White asked for a motion to adjourn the 891st meeting of the Seymour Housing Authority. At 6:05 P.M. Commissioner Horelick motioned to adjourn the 891st Meeting of the Seymour Housing Authority. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Beres, Dota, Horelick and White. Chairperson White declared the motion carried and the 891st Meeting, a Regular Meeting, duly adjourned.

Submitted by:



David J. Keyser, Secretary and  
Executive Director