Derby Housing Authority
March 05, 2026

MINUTES

Time: 6:30 pm - 7:00 pm

Call to Order:
Chairperson Linda Fusco called the meeting to order at 6:30 pm, followed by the Pledge of Allegiance.

Roll Call:

Present: Loretta Sexton, Robert Lisi, Linda Fusco

Also Present: Khallid Graham

Absent (Excused): None

Additions, Deletions, Corrections:

Bob Lisi requested an addition for help in the office for new business.

Motion:
Bob Lisi made a motion to accept the agenda as amended. Loretta Sexton seconded. Motion carried.

Public Portion:
None

Old Business:

Radon Update:
Khallid Graham provided an update regarding the radon remediation project. Follow-up monitoring and inspections continue, residents continue receiving updates regarding project scheduling and building access, and system operations are being reviewed to ensure continued compliance. The Board discussed ongoing oversight and resident communication.

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Discussion of Heating Bills at Cicia Manor/Question of Increase Due to Radon Treatment Fans:
The Board discussed concerns regarding increased heating and utility bills at Cicia Manor. Commissioners reviewed questions regarding whether radon treatment fans may be contributing to higher energy usage. Khallid advised that utility usage continues to be monitored and additional review may be necessary.

Motion:
Bob Lisi made a motion to carry over until the April Meeting and discuss the heating bill for one unit. Loretta Sexton seconded. Motion carried.

Need for Landscaping RFP:
The Board discussed the need to issue a Request for Proposals (RFP) for landscaping services. Discussion included seasonal maintenance needs, contractor pricing, and property upkeep expectations.

New Business:

Subsidized Housing Coordinator's Report:
Khallid Graham provided updates regarding general Housing Authority operations, resident concerns, and ongoing maintenance scheduling.

Vacancy Report:
Khallid provided the vacancy report. Several vacant units are currently being prepared for occupancy, recent move-ins have reduced overall vacancy levels, maintenance and turnover work continue as scheduled, and waiting list activity remains steady.

Help in the Office:
The office is becoming overwhelming, and requesting help. Khallid is requesting an additional person a few times a week to help with audits, recerts, and coordination.

Motion:
Linda Fusco made a motion to explore hiring a part-time person, role to be determined, to assist Khallid. Bob Lisi seconded. Motion carried.

Adjournment:
Bob Lisi made a motion to adjourn the meeting at 7:00 pm. Loretta Sexton seconded the motion. Motion carried.

Respectfully submitted,
Kaelyn DiMartino
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