

# Derby Housing Authority Special Meeting August 8, 2024

## MINUTES

**Time:** 3:34 pm - 4:02 pm

**Call to Order:**

Chairperson Linda Fusco called the meeting to order at 3:34 pm, followed by the Pledge of Allegiance.

**Roll Call:**

**Present:** Loretta Sexton, Robert Lisi, Linda Fusco

**Also Present:** Andreas Senie Commercial Director, Khallid Graham, Maria Stoute

**Absent (Excused):** Dani Soto

**Approval of Minutes:** Minutes from the previous meeting were not available for approval.

**Motion:** Robert Lisi made a motion to move approval of the minutes to the next meeting. Loretta Sexton seconded. Motion carried.

**Public Portion:**

Mrs. Palmer asked whether there had been any changes to the smoking policy. Linda Fusco confirmed there were no changes. Mrs. Palmer stated she continues to smell cigarette smoke and expressed concerns about neighbors not following rules. She also noted cans being stored in the back of the property and stated she feels uncomfortable living next to those neighbors. Linda Fusco stated that efforts have been ongoing with the Authority Attorney due to the continued issue. Khallid confirmed he is working on addressing the rule violations. Mrs. Palmer also inquired about HUD matters.

**Old Business:**

**Monthly Update from Imagineers:**

Maria Stoute reported continued efforts to address the HUD funding shortfall. The HUD shortfall team has not yet engaged with her. Efforts are ongoing to reduce the deficit, and there is potential for additional funding.

**Discussion and Possible Action On Repair to the beams at Lakeview Terrace:**

Khallid reported that he walked the property with the insurance agency and noted exposed beams that are rusted and deteriorating. The insurance agency has requested a repair plan by October. Linda Fusco suggested consulting the Building Inspector for guidance and recommendations regarding repairs.

Minutes continue on next page

**RECEIVED**

**Discussion and Possible Action on FSS Program:**

Maria Stoute reported there are eight participants currently in the FSS Program. Required documentation, including bank statements, is being collected. Participants would not need to relocate from Derby but would transition under the program administered by John Demelia. The Authority will not be running its own program.

**New Business:**

**Discussion and Possible Action of Salary Increase for Diana Prieto:**

It was noted that Diana Prieto was due for a raise in April. After reviewing finances, it was determined that funds are available to provide a \$1.50 per hour raise. Although she is considering retirement in December, the Board expressed interest in retaining her part-time. The Board discussed making the raise retroactive to April.

**Motion:**

Robert Lisi made a motion to approve the \$1.50 per hour raise retroactive to April. Loretta Sexton seconded. Motion carried.

**Discussion and Possible Action Regarding Hiring a New Fee Accountant:**

Mrs.Ferris was recommended as a potential fee accountant. She currently manages accounts for Seymour and Monroe. Khallid will reach out to her to discuss the opportunity.

**Motion:**

Lorreta Sexton made a motion to carry over discussion and possible action on hiring a new fee accountant to next month's meeting. Seconded by Robert Lisi. Motion carried.

**Subsidized Housing Coordinator's Report:**

**Elderly Resident Complexes:**

There are currently three completed units ready for occupancy. Efforts are underway to fill the special accommodations unit as soon as possible. Two additional units are under construction. Khallid developed a scope of work plan and will be onsite next week. He also expressed interest in putting landscaping services out to bid in the future.

**Adjournment:**

Loretta Sexton made a motion to adjourn the meeting at 4:02 pm. Robert Lisi seconded. Motion carried.

Respectfully submitted,  
*Kaelyn DiMartino*  
Kaelyn DiMartino

**RECEIVED**

By Office of Derby Town Clerk Marc J. Garofalo, MPA, MMC, MCTC at 3:17 pm, Mar 09, 2026