Derby Housing Authority
June 05, 2025

MINUTES

Time: 6:32 pm - 7:45 pm

Call to Order:
Chairperson Linda Fusco called the meeting to order at 6:32 pm, followed by the Pledge of Allegiance.

Roll Call:

Present: Loretta Sexton, Robert Lisi, Linda Fusco

Also Present: Khallid Graham, Maria Stoute, Scott Licamele, Michael Licamele

Absent (Excused): None

Additions, Deletions, or Corrections:
None

Public Portion:
Mrs.Palmer asked for updates regarding the radon testing and smoking areas at CC Manor. Chairperson Fusco stated that both topics were listed on the agenda and would be discussed during the meeting.

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

Old Business:

Monthly Update from Imagineers:
Maria Stoute from Imagineers provided an update regarding HUD funding and voucher programs. Derby Housing Authority is no longer in a shortfall funding position. Project-based voucher openings at Stygar will be reviewed and processed. Residents who qualify for voucher opportunities will be contacted. HUD scoring for the Housing Authority's CMAP designation has been submitted and results are pending. Derby previously received a high performer designation.

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By Marc J Garofalo MPA, MMC, MCTC at 10:35 am, Jun 18, 2026

Update on Radon/Asbestos Remediation at Cicia Manor:
Khallid Graham provided an update regarding radon mitigation work at CC Manor. Connecticut Radon Solutions is scheduled to begin installation work June 24-26, 2025. Mitigation systems will now be installed in every building rather than only the previously identified problem locations. Residents will be notified through weekly phone blasts. Residents will only need to clear closet space for installation access. The asbestos issue is separate from the radon mitigation work and will not require removal during this project. Cost estimates are being finalized and will be forwarded to the commissioners once received. There was also discussion regarding the long-term goal of expanding Section 8 vouchers and improving property conditions.

Update on Structural Repairs at Guardiano Terrace:
Khallid Graham stated that the beams look great. The company also suggested eventually removing some of the casing from the beams in the back, as it appears that birds may have been nesting inside them.

Update on Roof Repair at Stygar Terrace:
Khallid Graham reported that roof repair work at Stygar Terrace has been completed. The repair addressed the active leaking issue. Contractors advised that eventual full roof replacement may still be necessary.

New Business:

Discussion and Possible Action on the Solar Offer from Nexys Energy: Scott & Michael Licamele on Zoom:
Scott Licamele and Michael Licamele presented information regarding a proposed solar energy program for Derby Housing Authority properties. Highlights included: A zero-cost solar installation proposal for several Housing Authority properties, potential utility savings and lease revenue opportunities, the project would operate through Connecticut's Residential Renewable Energy Solutions Program, structural and engineering evaluations would be completed before proceeding, and roof conditions and long-term replacement needs were discussed extensively. The commissioners agreed to allow the presenters to conduct additional roof and structural review work before any further decisions are made.

Motion:
Bob Lisi made a motion to allow the company to proceed with further review and evaluation of the properties and roofs. Loretta Sexton seconded. Motion carried.

The presenters agreed to provide additional documentation, including CHFA-approved agreements and related materials.

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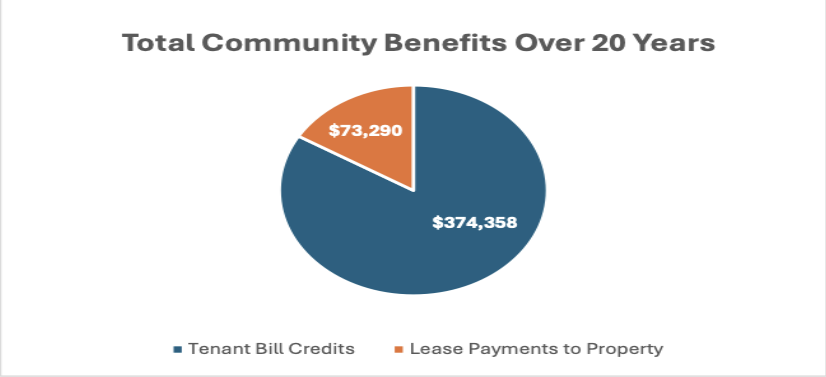
Solar Proposal: Cicia Manor

Date: May 29, 2025

Project Address: 2 Anson Street, Derby [CHFA; 40 iunits]

Executive Summary

Nexys Energy is excited to present a **zero-cost solar** energy solution available exclusively to affordable housing properties in Connecticut, under the new Residential Renewable Energy Solutions (RRES) program. This project offers **Cicia Manor** the opportunity to harness solar energy, delivering substantial financial benefits to both tenants and the property, without any costs, loans, liens, or ongoing expenses. Over the next 20 years, the total cash benefits to the community will be **$447,648** split between direct bill credits for tenants and annual lease payments to the property owner.



Key Benefits

Zero-Cost: Nexys Energy will cover 100% of all costs associated with the design, installation, and long-term maintenance of a state-of-the-art solar system. Unlike previous financing programs, there are **no costs, debt, liens, or power purchase agreements.** The Cicia Manor community will enjoy all the benefits of renewable energy with none of the financial burdens.

Significant Financial Savings for Tenants: Tenants will receive on-bill credits from Eversource, lowering each apartment's electricity bill by approximately **$469 per year.** Collectively, the annual savings for all tenants will total $18,718 resulting in cumulative savings of $374,358 over the 20-year period. These savings will help ease the financial burden of high energy costs, providing real relief for residents.

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Annual Lease Payments to Property: In addition to tenant savings, Nexys Energy will provide an annual lease payment of $3,665 to Cicia Manor for the use of rooftops. Over 20 years, this will result in a total of $73,290 in additional revenue for the community, which can be reinvested into the property or used to support other initiatives.

Total Community Benefit: The combined financial benefits of $447,648 will provide the community with substantial savings over the course of the agreement, with no financial risk or obligations on the part of the property owner. Final system size and financial benefits are subject to engineering and RRES project approval by the electric utility.

System Overview

Solar Installation: The system will consist of a ~**209 kW DC** solar array installed on rooftops. In addition, we are proposing one carport in front of the community building.

Why Choose Nexys Energy?

Nexys Energy's Role & Our Capital Partner's Strength: Nexys Energy serves strictly as the project *developer*—securing site approvals, utility interconnection, and program qualification. All project construction, funding, ownership, and long-term asset management are handled by our investment partner, a Washington, DC–based solar fund with $100 million specifically earmarked for Connecticut affordable-housing solar projects and an active operating portfolio exceeding 40 megawatts across the Northeast. Comprehensive due-diligence materials on our capital partner's financial strength, operational track record, and asset-management capabilities are available upon request.

System Ownership & Management: Our investment fund partner will be the exclusive owner-operator of your solar installation - no third-party financiers, no fragmented decision-making. This focused capital partner is actively scaling its Connecticut portfolio to bring no-cost solar to affordable-housing properties, guaranteeing streamlined execution, hands-on asset management, and reliable long-term performance for your residents.

Zero Financial Risk: There are **no costs to the property owner or tenants** at any stage of the project. No debt, no liens, no insurance or maintenance costs. This type of solar project is exempt from personal property taxes.

Guaranteed Tenant Bill Credits: Tenants will benefit from immediate and long-term savings on their energy bills for 20 years. These payments are bill credits provided directly to the tenant by the electric utility (Eversource or UI).

Hassle-Free Process: We manage the entire process, from permitting and installation to maintenance and monitoring, allowing property owners to enjoy all the benefits without added workload or costs.

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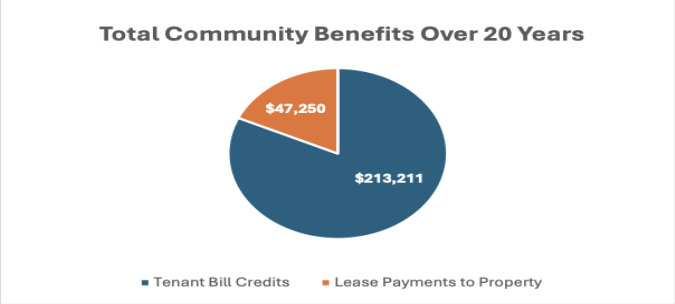
Solar Proposal: Lakeview Apartments

Date: May 29, 2025

Project Address: Guardiano Terrace, Derby [CHFA; 30 units]

Executive Summary

Nexys Energy is excited to present a zero-cost solar energy solution available exclusively to affordable housing properties in Connecticut, under the new Residential Renewable Energy Solutions (RRES) program. This project offers **Lakeview Apartments** the opportunity to harness solar energy, delivering substantial financial benefits to both tenants and the property, without any costs, loans, liens, or ongoing expenses. Over the next 20 years, the total cash benefits to the community will be **$260,461** split between direct bill credits for tenants and annual lease payments to the property owner.



Key Benefits

Zero-Cost: Nexys Energy will cover 100% of all costs associated with the design, installation, and long-term maintenance of a state-of-the-art solar system. Unlike previous financing programs, there are **no costs, debt, liens, or power purchase agreements.** The Lakeview Apartments community will enjoy all the benefits of renewable energy with none of the financial burdens.

Significant Financial Savings for Tenants: Tenants will receive on-bill credits from Eversource, lowering each apartment's electricity bill by approximately **$355 per year.** Collectively, the annual savings for all tenants will total $10,661 resulting in cumulative savings of $213,211 over the 20-year period. These savings will help ease the financial burden of high energy costs, providing real relief for residents.

Annual Lease Payments to Property: In addition to tenant savings, Nexys Energy will provide an annual lease payment of $2,363 to Lakeview Apartments for the use of rooftops. Over 20 years, this will result in a total of $47,250 in additional revenue for the community, which can be reinvested into the property or used to support other initiatives.

Total Community Benefit: The combined financial benefits of $260,461 will provide the community with substantial savings over the course of the agreement, with no financial risk or obligations on the part of the property owner. Final system size and financial benefits are subject to engineering and RRES project approval by the electric utility.

System Overview

Solar Installation: The system will consist of a ~**135 kW DC** solar array installed on rooftops. In addition, we are proposing one carport in front of the community building.

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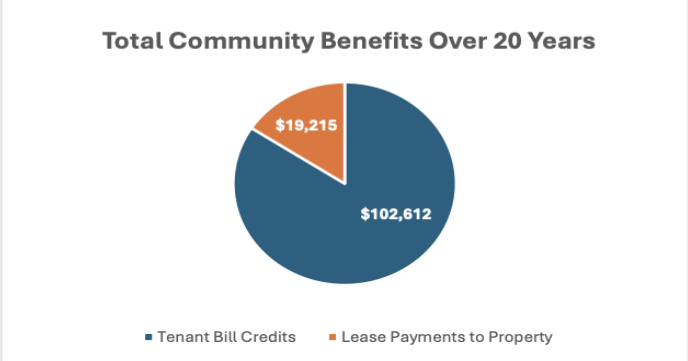
Solar Proposal: Stygar Terrace

Date: May 29, 2025

Project Address: 358 Hawthorne Avenue [CHFA; 36 units]

Executive Summary

Nexys Energy is excited to present a **zero-cost solar** energy solution available exclusively to affordable housing properties in Connecticut, under the new Residential Renewable Energy Solutions (RRES) program. This project offers **Stygar Terrace** the opportunity to harness solar energy, delivering substantial financial benefits to both tenants and the property, without any costs, loans, liens, or ongoing expenses. Over the next 20 years, the total cash benefits to the community will be **$121,827** split between direct bill credits for tenants and annual lease payments to the property owner.



Key Benefits

Zero-Cost: Nexys Energy will cover 100% of all costs associated with the design, installation, and long-term maintenance of a state-of-the-art solar system. Unlike previous financing programs, there are **no costs, debt, liens, or power purchase agreements.** The Stygar Terrace community will enjoy all the benefits of renewable energy with none of the financial burdens.

Significant Financial Savings for Tenants: Tenants will receive on-bill credits from Eversource, lowering each apartment's electricity bill by approximately **$143 per year.** Collectively, the annual savings for all tenants will total $5,131 resulting in cumulative savings of $102,612 over the 20-year period. These savings will help ease the financial burden of high energy costs, providing real relief for residents.

Annual Lease Payments to Property: In addition to tenant savings, Nexys Energy will provide an annual lease payment of $961 to Stygar Terrace for the use of rooftops. Over 20 years, this will result in a total of $19,215 in additional revenue for the community, which can be reinvested into the property or used to support other initiatives.

Total Community Benefit: The combined financial benefits of $121,827 will provide the community with substantial savings over the course of the agreement, with no financial risk or obligations on the part of the property owner. Final system size and financial benefits are subject to engineering and RRES project approval by the electric utility.

System Overview

Solar Installation: The system will consist of a ~**55 kW DC** solar array installed on rooftops. In addition, we are proposing one carport in front of the community building.

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Property	Units	Tenant Annual Savings	20-Year Tenant Savings	Annual Lease Payment	20-Year Lea Total
Lakeview	30	$10,661	$213,211	$2,363	$47,250
Stygar Terrace	36	$5,131	$102,612	$961	$19,215
Cicia Manor	40	$18,718	$374,358	$3,665	$73,290
Total	**106**	**$34,510**	**$690,181**	**$6,989**	**$139,755**

Update on Personnel Changes:
Personnel changes were reviewed and discussed. Khallid Graham expressed that Jessica and Shayla are excellent so far and that he is happy with the team they have put together.

Motion:
Bob Lisi made a motion to approve the personnel changes presented. Loretta Sexton seconded. Motion carried.

Discussion and Possible Action on Smoking Areas at Cicia Manor:
The commissioners discussed resident concerns regarding designated smoking areas at Cicia Manor. Residents are prohibited from smoking on the porches, as smoking must take place at least 50 feet away from building entrances, which currently directs residents toward the sidewalks. The commissioners reviewed possible future designated smoking locations and discussed potential enforcement procedures. The commissioners agreed that the lease needs to be followed.

Motion:
Bob Lisi made a motion that we adhere to the lease of no smoking within 50 feet of the building. Loretta Sexton seconded. Motion carried.

Discussion and Possible Action re: Automatic Doors at Lakeview Elevator:
The Board discussed requests for automatic or electric door installations at Lakeview. Chairperson Fusco proposed that any resident requesting an automatic or electric door must provide medical documentation from a physician.

Motion:
Linda Fusco made a motion that anyone asking for an electric door needs to have a medical note from their doctor. Bob Lisi seconded. Motion carried.

Discussion and Possible Action re: Suggested Cookout in July for Residents:
The Board discussed the possibility of holding a resident cookout during July to let the residents socialize with each other. Commissioners discussed possible dates, food arrangements, and community participation.

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Discussion and Possible Action re: Raise in Salary for Khallid (Coming Up on 1-Year Anniversary):

The Board discussed salary increases and the need for performance evaluations and additional budget review prior to approval. The commissioners agreed that no raise would be approved at this meeting until additional information and evaluation procedures are completed.

Motion:
Linda Fusco made a motion to postpone voting on raises pending further review. Bob Lisi seconded. Motion carried.

Discussion and Possible Action Regarding Raises/Bonuses for Maintenance Workers:
The board discussed possible raises and bonuses for maintenance workers in recognition for recent project completion and increased workload. No final action was taken pending additional budget review.

Subsidized Housing Coordinator's Report:

Financial Report:
Khallid Graham provided occupancy and financial updates including the following: multiple vacant units have been filled, additional units are prepared for occupancy, the waiting list continues to move steadily, and general financial operations remain stable.

Elderly Resident Complexes:
Khallid Graham discussed updates regarding the elderly resident complexes, including maintenance requests, occupancy concerns, and ongoing resident assistance needs. Commissioners discussed continued efforts to improve communication and resident satisfaction within the complexes.

Adjournment:

Motion:
Bob Lisi made a motion to adjourn the meeting at 7:45 pm. Loretta Sexton seconded the motion. Motion carried.

Respectfully submitted,
Kaelyn DiMartino
Kaelyn DiMartino

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