

**MINUTES**  
**WEST HARTFORD HOUSING AUTHORITY**  
**Special Meeting via Teams and Dial-In**  
**December 20, 2023**

**COMMISSIONERS PRESENT:** Milagros Acosta, Mark D’Addabbo, Clare Dowd, Abdul Rayan, Lee Reynolds

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** Jill Corrado, Executive Director, Forest Berwick, Director of Operations, Yadira Mora, Section 8 Manager, Barbara McGrath, WHHA Corporate Counsel

Ms. Dowd called the meeting to order at 5:04 p.m.

1. **Resolution 2023-8:** a resolution to execute an agreement to enter into a Housing Assistance Payment Contract with Elle WH, LLC or its affiliate, for up to fifteen (15) resident rental subsidies for units of housing to be developed, subject to financing availability; and
2. **Resolution 2023-9:** Authorization to approve 2024 Payment Standards.

Ms. Corrado introduced Resolution 2023-8. TBRA was selected by an independent consultant in accordance with HUD regulations. TBRA was the only applicant that submitted a full application package on time. We received no response or reply to efforts made to contact Millenium, who had also expressed an interest in the RFP, but who did not submit a full application package. HUD has reviewed the transaction, so we are now seeking Board approval to award to TBRA subject to their ability to secure financing. We will forward Board approval to HUD who will then issue a letter of award to the recipient, which they will need to secure funding. Ms. Dowd asked if the outside law firm serving as our independent consultant has properly documented their file in the event of a FOIA, Ms. Corrado affirmed same. **Resolution 2023-8 was approved on a motion by Ms. Reynolds seconded by Mr. D’Addabbo.**

Ms. Mora introduced Resolution 2023-9. HUD has put out a notice allowing Housing Authorities to extend an Exception Payment Standard Waiver. HUD has not clarified this notice as yet. As we need to have approved Payment Standards in place for 2024, and we have been trying to get clarity from HUD for several months without success, we are now moving forward asking the Board to approve 110% as a “safety net” for now. If we learn that HUD will allow extension at 120% we will come back to the Board for approval to adjust our Payment Standards accordingly.

Ms. Dowd asked about the effect this reduction in Payment Standards may have on our clients. Ms. Mora replied that there was a significant increase in SAFMR’s this year to largely offset this reduction.

Mr. D’Addabbo asked for clarity on the 110%, Ms. Mora replied that that is the maximum allowed which we have historically utilized for the benefit of our voucher holders and ensures we have HUD compliant Payment Standards in place while we wait for clarification on the potential for extension of the 120%.

Ms. Acosta asked if the rents could be lowered as the rents look high, Ms. Mora and Ms. McGrath clarified that the Payment Standard represents the highest allowable rents that landlords can charge as allowed under the program, so increasing our Payment Standard actually benefits voucher holders looking to access more units, especially in communities with high or rising rents like West Hartford. **Resolution 2023-9 was approved on a motion by Ms. Reynolds seconded by Ms. Acosta.**

**Old Business - none**

**New Business - none**

Ms. Corrado thanked the Board for their time in facilitating this Special Meeting, as well as for their support throughout the entire year. Mr. D'Addabbo suggested that in 2024 we should try to have a couple of meetings in person.

**Meeting was adjourned at 5:30 p.m. on a motion by Ms. Acosta and seconded by Ms. Reynolds.**