

Shenae Draughn  
President

## AGENDA

ANNUAL MEETING OF THE BOARD OF COMMISSIONERS  
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN  
360 ORANGE STREET NEW HAVEN CT 06511  
TUESDAY, OCTOBER 21<sup>ST</sup> 2025 at 4:00 P.M.

[Join the meeting now](#)

Meeting ID: 285 052 228 048

Passcode: Rs6K53hD

1. Roll Call
2. Approval of the Minutes From September 16<sup>th</sup>, 2025
3. Bills and Communications
4. Public Comments (3 Minutes per Individual /15 Minutes per Group)
5. President's Report

## ACTION ITEMS

### ANNUAL MEETING ELECTION:

1. Open Annual Meeting (Rolan Joni Young)
2. Reappointment of Chair
3. Nomination of Vice Chair
4. Nomination of Assistant Treasurer
5. Nomination of Assistant Secretary

### FINANCE COMMITTEE:

1. **Resolution 10-67/25-R;** Resolution Ratifying, Authorizing And, To The Extent Necessary, Reauthorizing The Contract With The Housing Authority Insurance Group For The Authority's Commercial Property Insurance In The Amount Not To Exceed Of \$240,208 For The Period Commencing October 6, 2025 And Ending October 5, 2026
2. **Resolution 10-68/25-R;** Resolution Ratifying, Authorizing And, To The Extent Necessary Reauthorizing The Contract With The Housing Authority Insurance Group For The Authority's General Liability And Public Officials Insurances In The Amount Not To Exceed Of \$228,425 For The Period Commencing October 6, 2025 And Ending October 5, 2026

### P&D COMMITTEE:

3. **Resolution 10-69/25-R;** Resolution Ratifying, Authorizing And, To The Extent Necessary Reauthorizing Contract Award To Nero Air Conditioning, Heating & Refrigeration, Inc. For

Crawford Manor Boiler Replacement In An Amount Not To Exceed \$189,496.96 For Completion 180 Calendar Days From Issuance Of The Notice To Proceed

**SERVICES COMMITTEE:**

4. **Resolution 10-70/25-R;** Resolution Authorizing The Housing Choice Voucher Payment Standard Schedule For FY25 January 1, 2026 To December 31, 2026
5. **Resolution 10-71/25-R;** Resolution Authorizing The Utility Allowance Schedule For The Section 8 Housing Choice Voucher Program To Include Tenant Based Vouchers (TBV), Project Based Vouchers (PBV), Low Income Housing Tax Credit Properties (LIHTC) And Rental Assistance Demonstration Properties (RAD/PBV) For The Period January 1, 2026, Through December 31, 2026
6. **Resolution 10-72/25-R;** Resolution Authorizing The Utility Allowance Schedule For The Low-Income Public Housing (LIPH) Program For Westville Manor, Scattered Site, Quinnipiac Terrace, Brookside Estates, William T. Rowe, And Rockview I For The Period January 1, 2026 To December 31, 2026
7. **Resolution 10-73/25-R;** Authorization Extending The Term Of The Contract With M.A.C. Computer Consulting, Inc. For 2 Months Extending The Contract Termination Date To February 28, 2026 And Increasing The Total Not To Exceed Contract Amount By \$125,000.00 Bringing The Total Contract Amount To \$374,955
8. **Resolution 10-74/25-R;** Resolution Authorizing Award Of A Contract To Engie Energy To Procure Electricity For A Period Of One (1) Year In The Total Not To Exceed Contract Amount Of \$710,000.00
9. **Resolution 10-75/25-R;** Resolution Authorizing Award Of A One Year Contract With Four One Year Options To Renew To McCarter & English, LLP And Its Joint Venture (Berchem Moses, Pc, Reno & Cavanaugh PLLC, And Pullman & Comley, LLC) For Outside Legal Services
10. **Resolution 10-76/25-R;** Resolution Authorizing A Memorandum Of Understanding Between Manufacturing And Training Community Hub (MATCH) And Housing Authority Of The City Of New Haven (D/B/A Elm City Communities) To Facilitate Referrals And Collaborative Efforts That Support Workforce Development, Economic Opportunity With A Holistic Approach For The Period November 1, 2025 To October 31, 2026
11. **Resolution 10-77/25-R;** Resolution Authorizing A Memorandum Of Agreement For Space Utilization And Provision Of Services By And Between Elm City Communities/Housing Authority Of The City Of New Haven (ECC/HANH) And Youth Without Limits (YWL) Commencing November 1, 2025 Through October 31, 2026
12. **Resolution 10-78/25-R;** Resolution Authorizing A Memorandum Of Agreement For Space Utilization And Provision Of Services By And Between Elm City Communities/Housing Authority Of The City Of New Haven (ECC/HANH) And Bridges Of Hope (BOH) Commencing Immediately Through October 1, 2026
13. **Resolution 10-79/25-R;** Resolution Authorizing Change Order Number Three (3) To The Contract With Home Services & More, LLC For The Additional Amount Of \$60,000.00, Bringing The Total Not To Exceed Contract Amount From \$494,941.50 To \$554,941.50, For Plumbing Services At McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave And Westville Manor

- 14. Resolution 10-80/25-R;** Resolution Authorizing Change Order Number Two (2) To The Contract With HD Supply Increasing The Total Not To Exceed Contract Amount By \$150,000.00, Bringing The Total Not To Exceed Contract Amount From \$300,000.00 To \$450,000.00, For A Variety Of Commercial Supplies And Services
- 15. Resolution 10-81/25-R;** Resolution Authorizing Change Order Number Three (3) To The Contract With Home Depot For Increasing The Contract Amount By \$175,000.00 Bringing The Total Not To Exceed Contract Amount From \$560,000.00 To \$735,000.00, For A Variety Of Commercial Supplies And Services

**ADJOURNMENT**

MINUTES  
ANNUAL MEETING OF THE BOARD OF COMMISSIONERS  
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN  
360 ORANGE STREET NEW HAVEN CT 06511  
TUESDAY, SEPTEMBER 16<sup>TH</sup>, 2025 at 4:00 P.M.

Those present included:

William Kilpatrick, Chair  
Elmer Rivera, Commissioner  
Danya Keene, Commissioner  
Rolan Young, McCarter & English LLP  
Various staff and public attendees via RingCentral

The Regular Meeting of the Board of Commissioners of the Housing Authority of New Haven was called to order at 4:03 p.m.

At Roll Call, Shenae Draughn was present in person in the boardroom along with Chairman Kilpatrick and Commissioner Rivera.

Approval of the Minutes from the September 16<sup>th</sup>, 2025, Meeting:

Motion to approve the minutes was moved by Commissioner Rivera and seconded by Commissioner Keene.

**Aged Accounts Payable Report totaling \$ 73,522.02** (listed on page 2), this excludes paid invoices on report). This list consists of invoices that have been received and entered in the system but may not be ready for payment. A register of the invoices paid may be provided on October 21, 2025, Board of Commissioners meeting.

**Bank Book Check Register totaling \$ 2,862,380.30** (listed on page 6). This list consists of invoices that have been paid from Sept 1-Sept 30, 2025. SSH Capital LLC (\$ 7,000) for Scattered Sites Janitorial; City of New Haven (\$ 94,358) for bulk trash, Fuel, & LCI; Yale Termite & Pest Elimination Corp. (\$ 21,061.83) various sites pest control; Southern Ct Gas (\$ 11,566.12) for various sites gas services; United Illuminating (\$ 40,008.88) for various sites electrical; Regional Water Authority (\$74,437.76) For agency-wide services; Anthem Blue Cross/Blue Shield (\$ 252,844.62) for Agency-wide Medical; Tri-Con (\$6,006.33) Scattered Site repairs; Standard Insurance (\$ 21,013.65) for agency-wide LTD & STD; B&H Foto Electronis Corp (\$ 17,012.76) for IT equipment; McCarter & English (\$ 68,953.25) for HANH legal invoices. The Narrative Projects, LLC (\$ 8,000) communication consultants; IMMIX TECHNOLOGY INC (\$ 76,925) for Bob.ai, 1 year.

The total of both registers is **\$ 2,935,902.32**

Public Comments:

- NONE



September 16<sup>th</sup>, 2025 President Report Located Here:

- [President's Report.docx](#)

September 16<sup>th</sup>, 2025 Resolutions Located Here:

- [09-59 FY26 Budget RESOLUTION.docx](#)
- [09-60 MECHANICAL HEATING & AIR CONDITIONING CONTRACT AWARD RESOLUTION.docx](#)
- [09-61 Better Tomorrows Resolution \(2\).docx](#)
- [09-62 COMMON GROUND RESOLUTION.docx](#)
- [09-63 SCSU AFFILIATION RESOLUTION \(2\).docx](#)
- [09-65 Youth Entrepreneurs Resolution.docx](#)
- [09-66 THE COMPUTER COMPANY TRUE UP RESOLUTION.docx](#)

ADJOURNMENT

Motion to adjourn made by Rivera seconded by Keene at 4:30PM

# MEMORANDUM

**TO: All Board of Commissioners**

**FROM: John Rafferty, CFO**

**RE: Bills and Communications**

**DATE: October 21, 2025**

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Attached please find the following Two (2) lists:

**Aged Accounts Payable Report** totaling **\$ 73,522.02** (listed on page 2), this excludes paid invoices on report). This list consists of invoices that have been received and entered in the system but may not be ready for payment. A register of the invoices paid may be provided on October 21, 2025, Board of Commissioners meeting.

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The total of both registers is **\$ 2,935,902.32**  
Attachments

Payables Aging Report

Period: 09/2025  
As of : 10/14/2024

Payee	Remittance Vendor	Payee Name	Invoice	Control	Batch I d	Property	Invoice Date	Account	Invoice #	Current	0-30	31-60	61-90	Over	Future	Notes	
Code	Notes										Owed	Owed	Owed	Owed	90	Invoice	
Owed																	
v0118695			Southern Connecticut Gas										0.00				
			P-471	116	Issm	8/11/2025	4330-00-000 Gas		23 CCF	0.00	0.00	0.00	0.00	273.29	273.29	23 CCF	
Total v0118695										0.00	0.00	0.00	0.00	273.29	273.29		
v0119806			Regional Water Authority										0.00				
			P-485	122	Issm	9/4/2025	4310-00-000 Water		248 CCF	0.00	0.00	0.00	0.00	1,479.09	1,479.09	248 CCF	
			P-691	160	Issm	8/6/2025	4310-00-000 Water		228CCF	0.00	0.00	0.00	0.00	699.56	699.56	228CCF	
			P-692	160	Issm	9/16/2025	4310-00-000 Water		212 CCF	0.00	0.00	0.00	0.00	1,283.22	1,283.22	Quinnipiac 9/16/25	
Total v0119806										0.00	0.00	0.00	0.00	3,461.87	3,461.87		
V0119854			Reitman Personnel Services, Inc.										0.00				
			ase Order Number: 22:	P-8088	303	cocc-exe	9/5/2025	4190-17-000 Temporary Adminis	89,665	0.00	0.00	0.00	0.00	567.00	567.00	El Hachach, Sawsan A	
			ase Order Number: 22:	P-8088	303	cocc-fin	9/5/2025	4190-17-000 Temporary Adminis	89,665	0.00	0.00	0.00	0.00	873.30	873.30	Williams, Kamia N	
			ase Order Number: 22:	P-8088	303	cocc-hr	9/5/2025	4190-17-000 Temporary Adminis	89,665	0.00	0.00	0.00	0.00	390.00	390.00	Quiroz Diaz, Andersson	
			ase Order Number: 22:	P-8088	303	cocc-op	9/5/2025	4190-17-000 Temporary Adminis	89,665	0.00	0.00	0.00	0.00	95.03	95.03	Jerominek, Julia 7%	
			ase Order Number: 22:	P-8088	303	hservcen	9/5/2025	4182-00-000 Consultants	89,665	0.00	0.00	0.00	0.00	89.54	89.54	Admin Fee	
			ase Order Number: 22:	P-8088	303	hservcen	9/5/2025	4182-00-000 Consultants	89,665	0.00	0.00	0.00	0.00	1,004.55	1,004.55	Jerominek, Julia 74%	
			ase Order Number: 22:	P-8089	303	cocc-exe	9/19/2025	4190-17-000 Temporary Adminis	89,730	0.00	0.00	0.00	0.00	675.00	675.00	El Hachach, Sawsan A	
			ase Order Number: 22:	P-8089	303	cocc-fin	9/19/2025	4190-17-000 Temporary Adminis	89,730	0.00	0.00	0.00	0.00	657.60	657.60	Williams, Kamia N	
			ase Order Number: 22:	P-8089	303	cocc-hr	9/19/2025	4190-17-000 Temporary Adminis	89,730	0.00	0.00	0.00	0.00	532.50	532.50	Ramirez, Jorileynl	
			ase Order Number: 22:	P-8089	303	cocc-op	9/19/2025	4190-17-000 Temporary Adminis	89,730	0.00	0.00	0.00	0.00	87.15	87.15	Jerominek, Julia 7%	
			ase Order Number: 22:	P-8089	303	cocc-op	9/19/2025	4190-17-000 Temporary Adminis	89,730	0.00	0.00	0.00	0.00	1,110.00	1,110.00	Lennon, Ethel S	
			ase Order Number: 22:	P-8089	303	hservcen	9/19/2025	4182-00-000 Consultants	89,730	0.00	0.00	0.00	0.00	100.07	100.07	Admin Fee	
			ase Order Number: 22:	P-8089	303	hservcen	9/19/2025	4182-00-000 Consultants	89,730	0.00	0.00	0.00	0.00	921.30	921.30	Jerominek, Julia 74%	
			ase Order Number: 22:	P-8090	303	cocc-exe	9/12/2025	4190-17-000 Temporary Adminis	89,704	0.00	0.00	0.00	0.00	513.00	513.00	El Hachach, Sawsan A	
			ase Order Number: 22:	P-8090	303	cocc-fin	9/12/2025	4190-17-000 Temporary Adminis	89,704	0.00	0.00	0.00	0.00	660.00	660.00	Williams, Kamia N	
			ase Order Number: 22:	P-8090	303	cocc-op	9/12/2025	4190-17-000 Temporary Adminis	89,704	0.00	0.00	0.00	0.00	34.65	34.65	Jerominek, Julia 7%	
			ase Order Number: 22:	P-8090	303	cocc-op	9/12/2025	4190-17-000 Temporary Adminis	89,704	0.00	0.00	0.00	0.00	840.00	840.00	Lennon, Ethel S	
			ase Order Number: 22:	P-8090	303	hservcen	9/12/2025	4182-00-000 Consultants	89,704	0.00	0.00	0.00	0.00	366.30	366.30	Jerominek, Julia 74%	
			ase Order Number: 22:	P-8090	303	hservcen	9/12/2025	4190-17-000 Temporary Adminis	89,704	0.00	0.00	0.00	0.00	69.00	69.00	Admin Fee	
			ase Order Number: 22:	P-8091	303	cocc-exe	9/26/2025	4190-17-000 Temporary Adminis	89,781	0.00	0.00	0.00	0.00	540.00	540.00	El Hachach, Sawsan A	
			ase Order Number: 22:	P-8091	303	cocc-hr	9/26/2025	4190-17-000 Temporary Adminis	89,781	0.00	0.00	0.00	0.00	742.50	742.50	Ramirez, Jorileynl	
			ase Order Number: 22:	P-8091	303	cocc-op	9/26/2025	4190-17-000 Temporary Adminis	89,781	0.00	0.00	0.00	0.00	84.00	84.00	Jerominek, Julia 7%	
			ase Order Number: 22:	P-8091	303	cocc-op	9/26/2025	4190-17-000 Temporary Adminis	89,781	0.00	0.00	0.00	0.00	1,125.00	1,125.00	Lennon, Ethel S	
			ase Order Number: 22:	P-8091	303	hservcen	9/26/2025	4182-00-000 Consultants	89,781	0.00	0.00	0.00	0.00	95.50	95.50	Admin Fee	
			ase Order Number: 22:	P-8091	303	hservcen	9/26/2025	4182-00-000 Consultants	89,781	0.00	0.00	0.00	0.00	888.00	888.00	Jerominek, Julia 74%	
Total V0119854										0.00	0.00	0.00	0.00	13,060.99	13,060.99		
v0123351			Comcast Cable										0.00				
			P-7923	233	lext	9/17/2025	4190-07-000 Telephone		73 40 413 43303	0.00	0.00	0.00	0.00	550.84	550.84	8773 40 413 4330358	
			P-7927	233	Issm	9/16/2025	4190-07-000 Telephone		73 40 413 35371	0.00	0.00	0.00	0.00	169.85	169.85	8773 40 413 3537151	
			P-7928	233	lcm	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	53.26	53.26	8773 40 413 2532823	
			P-7928	233	lext	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	17.10	17.10	8773 40 413 2532823	
			P-7928	233	lrltw	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	45.46	45.46	8773 40 413 2532823	
			P-7928	233	Issse	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	25.42	25.42	8773 40 413 2532823	
			P-7928	233	Isssm	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	46.48	46.48	8773 40 413 2532823	
			P-7928	233	Isssw	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	11.23	11.23	8773 40 413 2532823	
			P-7928	233	lwm	9/16/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	73.80	73.80	8773 40 413 2532823	
			P-7929	233	lext	9/19/2025	4190-07-000 Telephone		73 40 413 35371	0.00	0.00	0.00	0.00	303.35	303.35	8773 40 413 3537169	
			P-7935	233	cocc-op	9/17/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	309.85	309.85	8773 40 413 2532864	
			P-7936	233	cocc-op	9/17/2025	4190-07-000 Telephone		73 40 413 25328	0.00	0.00	0.00	0.00	309.85	309.85	8773 40 413 2532849	
Total v0123351										0.00	0.00	0.00	0.00	1,916.49	1,916.49		
V0123358			Home Depot										0.00				
			ase Order Number: 22:	P-7988	251	Issse	8/11/2025	4420-21-000 Vacancy Materials	8130977	0.00	0.00	0.00	0.00	235.38	235.38	8130977	
			ase Order Number: 22:	P-7989	251	Issse	8/11/2025	4420-21-000 Vacancy Materials	8151915	0.00	0.00	0.00	0.00	213.00	213.00	8151915	
			ase Order Number: 22:	P-7990	251	Issse	8/9/2025	4420-21-000 Vacancy Materials	13639	0.00	0.00	0.00	0.00	392.92	392.92	13639	
			ase Order Number: 22:	P-7991	251	Issse	8/12/2025	4420-21-000 Vacancy Materials	7014225	0.00	0.00	0.00	0.00	15.91	15.91	7014225	
			ase Order Number: 22:	P-7963	250	Isssm	8/7/2025	4420-21-000 Vacancy Materials	2022018	0.00	0.00	0.00	0.00	235.52	235.52	2022018	
			ase Order Number: 22:	P-7964	250	Isssm	8/7/2025	4420-21-000 Vacancy Materials	2022092	0.00	0.00	0.00	0.00	35.04	35.04	2022092	
			ase Order Number: 22:	P-7965	250	Isssm	8/7/2025	4420-21-000 Vacancy Materials	2013299	0.00	0.00	0.00	0.00	60.69	60.69	2013299	
			ase Order Number: 22:	P-7966	250	Isssm	8/7/2025	4420-21-000 Vacancy Materials	2013280	0.00	0.00	0.00	0.00	27.97	27.97	2013280	

Payables Aging Report

Period: 09/2025  
As of - 10/14/2024

Payee	Remittance Vendor	Payee Name	Inv	Control	Batch Id	Property	Invoice Date	Account	Invoice #	Current	0-30	31-60	61-90	Over	Future	Notes	
Code											Owed	Owed	Owed	Owed	90	Invoice	
Owed																	
		ase Order Number:221	P-7967	250		Issm	8/1/2025	4420-21-000 Vacancy Materials	8012220	0.00	0.00	0.00	0.00	63.54	63.54	8012220	
		ase Order Number:221	P-7968	250		Issm	8/1/2025	4420-21-000 Vacancy Materials	8012285	0.00	0.00	0.00	0.00	26.98	26.98	8012285	
		ase Order Number:221	P-7969	250		Issm	7/24/2025	4420-21-000 Vacancy Materials	6010718	0.00	0.00	0.00	0.00	47.12	47.12	6010718	
		ase Order Number:221	P-7970	250		lwm	8/7/2025	4420-21-000 Vacancy Materials	2141914	0.00	0.00	0.00	0.00	140.75	140.75	2141914	
		ase Order Number:221	P-7971	250		lwm	8/11/2025	4420-21-000 Vacancy Materials	8014008	0.00	0.00	0.00	0.00	185.79	185.79	8014008	
		ase Order Number:221	P-7972	250		lwm	8/11/2025	4420-21-000 Vacancy Materials	8141948	0.00	0.00	0.00	0.00	13.88	13.88	8141948	
		ase Order Number:221	P-7973	250		lwm	8/8/2025	4420-21-000 Vacancy Materials	1013430	0.00	0.00	0.00	0.00	219.87	219.87	1013430	
		ase Order Number:221	P-7974	250		lwm	8/8/2025	4420-21-000 Vacancy Materials	1022108	0.00	0.00	0.00	0.00	35.69	35.69	1022108	
		ase Order Number:221	P-7975	250		cocc-com	8/13/2025	4420-21-000 Vacancy Materials	6014392	0.00	0.00	0.00	0.00	48.51	48.51	6014392	
		ase Order Number:221	P-7976	250		cocc-com	8/4/2025	4420-21-000 Vacancy Materials	5012701	0.00	0.00	0.00	0.00	61.06	61.06	5012701	
		ase Order Number:221	P-7977	250		lwm	7/30/2025	4420-21-000 Vacancy Materials	141835	0.00	0.00	0.00	0.00	350.04	350.04	141835	
		ase Order Number:221	P-7978	250		lwm	7/30/2025	4420-21-000 Vacancy Materials	21512	0.00	0.00	0.00	0.00	418.78	418.78	21512	
		ase Order Number:221	P-7979	251		lwm	7/25/2025	4420-21-000 Vacancy Materials	5141798	0.00	0.00	0.00	0.00	131.14	131.14	5141798	
		ase Order Number:221	P-7980	251		lwm	7/28/2025	4420-21-000 Vacancy Materials	2141812	0.00	0.00	0.00	0.00	19.70	19.70	2141812	
		ase Order Number:221	P-7981	251		lwm	7/24/2025	4420-21-000 Vacancy Materials	6141792	0.00	0.00	0.00	0.00	27.50	27.50	6141792	
		ase Order Number:221	P-7982	251		lwm	9/5/2025	4420-21-000 Vacancy Materials	4141893	0.00	0.00	0.00	0.00	104.10	104.10	4141893	
		ase Order Number:221	P-7983	251		lwm	8/6/2025	4420-21-000 Vacancy Materials	3141906	0.00	0.00	0.00	0.00	448.14	448.14	3141906	
		ase Order Number:221	P-7984	251		Issw	8/13/2025	4420-21-000 Vacancy Materials	6130978	0.00	0.00	0.00	0.00	103.78	103.78	6130978	
		ase Order Number:221	P-7985	251		Issw	8/13/2025	4420-21-000 Vacancy Materials	6141970	0.00	0.00	0.00	0.00	179.00	179.00	6141970	
		ase Order Number:221	P-7986	251		Issw	7/31/2025	4420-21-000 Vacancy Materials	9012113	0.00	0.00	0.00	0.00	111.25	111.25	9012113	
		ase Order Number:221	P-7987	251		Issw	7/31/2025	4420-21-000 Vacancy Materials	9012059	0.00	0.00	0.00	0.00	635.87	635.87	9012059	
		ase Order Number:221	P-7997	253		lwm	7/29/2025	4420-21-000 Vacancy Materials	1141822	0.00	0.00	0.00	0.00	720.98	720.98	1141822	
Total V0123358										0.00	0.00	0.00	0.00	5,309.90	5,309.90		
V0123373	Federal Express Corp.															0.00	
			P-8069	299		cocc-hr	9/22/2025	4190-08-000 Postage	9-000-65721	0.00	0.00	0.00	0.00	24.52	24.52	ACCOUNT 1151-7186-0	
Total V0123373										0.00	0.00	0.00	0.00	24.52	24.52		
V0139018	Corporate Mailing Services LLC															0.00	
		ase Order Number:234	P-8000	256		cocc-hr	8/13/2025	4190-22-000 Other Misc Admin E	827723	0.00	0.00	0.00	0.00	79.22	79.22	presort courier week 08/04/2025-08/08/2025	
Total V0139018										0.00	0.00	0.00	0.00	79.22	79.22		
V0147055	Home Services & More, LLC															0.00	
		ase Order Number:221	P-7992	252		lcm	9/4/2025	4430-11-000 Contract-Plumbing	273711	0.00	0.00	0.00	0.00	1,342.50	1,342.50	273711	
		ase Order Number:221	P-7993	252		lcm	9/4/2025	4430-11-000 Contract-Plumbing	273599	0.00	0.00	0.00	0.00	695.00	695.00	273599	
		ase Order Number:221	P-7994	252		Issm	9/5/2025	4430-11-000 Contract-Plumbing	273551	0.00	0.00	0.00	0.00	197.00	197.00	273551	
Total V0147055										0.00	0.00	0.00	0.00	2,234.50	2,234.50		
V0149304	Colby Jenkins															0.00	
			P-8083	301		hservcen	5/20/2025	4190-22-000 Other Misc Admin E:ECC Tablecloth Clk		0.00	0.00	0.00	0.00	44.24	44.24	Reim ECC Tablecloth Cleaning	
Total V0149304										0.00	0.00	0.00	0.00	44.24	44.24		
V0201315	Russell and Dawson Inc.															0.00	
		ase Order Number:221	P-7756	206		bhs	8/8/2025	1480-01-000 CIP-Soft Cost	23058.02-13	0.00	0.00	0.00	0.00	9,797.00	9,797.00	133 HENRY ST. SKETCHES/DRAWINGS	
		ase Order Number:221	P-7757	206		bhs	9/9/2025	4182-00-000 Consultants	23058.02-15	0.00	0.00	0.00	0.00	11,196.00	11,196.00	133 HENRY ST. SKETCHES/DRAWINGS	
		ase Order Number:221	P-7758	206		bhs	10/3/2025	1480-01-000 CIP-Soft Cost	23058.02-16	0.00	0.00	0.00	0.00	3,732.00	3,732.00	133 HENRY ST. SKETCHES/DRAWINGS	
		ase Order Number:221	P-7759	206		bhs	8/21/2025	1480-01-000 CIP-Soft Cost	23058.02-14	0.00	0.00	0.00	0.00	22,392.00	22,392.00	133 HENRY ST SKETCHES/DRAWINGS	
Total V0201315										0.00	0.00	0.00	0.00	47,117.00	47,117.00		
Grand Total										0.00	0.00	0.00	0.00	73,522.02	73,522.02		

Bank Register  
well1055 - General Fund  
Date Range :09/01/2025 - 09/30/2025

Check or Deposit	Date	Vendor or Memo	Payment
Chk - 201524	09/01/2025	v0118696 - United Illuminating	\$0.36
Chk - 201525	09/01/2025	v0119806 - Regional Water Authority	\$128.86
Chk - 201526	09/01/2025	v0119806 - Regional Water Authority	\$1,903.22
Chk - 1000000	09/04/2025	S0163136 - Glendower Rockview Phase 2 Rental Owner Entity LP	\$335.00
Chk - 201136	09/09/2025	V0123373 - Federal Express Corp.	\$6.74
Chk - 201137	09/09/2025	v0118695 - Southern Connecticut Gas	\$100.55
Chk - 201138	09/10/2025	v0119704 - Frontier Communications of Company	\$200.94
Chk - 1000001	09/10/2025	V0148914 - LaToya Mills	\$78.82
Chk - 201139	09/11/2025	v0000004 - 528 Black Rock LLC	\$2,728.00
Chk - 201140	09/15/2025	V0123373 - Federal Express Corp.	\$201.84
Chk - 201141	09/15/2025	V0221828 - CT's Delicious Dishes LLC	\$725.00
Chk - 201142	09/15/2025	v0000010 - Yasani Davis	\$300.00
Chk - 201143	09/15/2025	V0130685 - Lakeya Moye	\$49.92
Chk - 201144	09/15/2025	V0111677 - Marta B Laboy	\$200.00
Chk - 201145	09/15/2025	V0118891 - Stevie Jackson	\$200.00
Chk - 201146	09/15/2025	V0119047 - Miguel Avila	\$200.00
Chk - 201147	09/15/2025	v0119704 - Frontier Communications of Company	\$218.71
Chk - 201148	09/15/2025	v0119806 - Regional Water Authority	\$7,256.51
Chk - 201149	09/15/2025	v0123351 - Comcast Cable	\$57.62
Chk - 201150	09/15/2025	V0123373 - Federal Express Corp.	\$166.96
Chk - 201151	09/15/2025	V0130685 - Lakeya Moye	\$175.85
Chk - 201152	09/15/2025	V0145585 - Fresia Betancourt	\$200.00
Chk - 201153	09/15/2025	V0150211 - Leon Bowman	\$200.00
Chk - 201154	09/15/2025	V0150417 - Jennifer Malone	\$200.00
Chk - 201155	09/15/2025	V0154825 - Noraima Avila	\$200.00
Chk - 201156	09/15/2025	V0214564 - Carne Inn Group, LLC dba Residence Inn by Marriott	\$224.25
Chk - 201157	09/15/2025	V0221828 - CT's Delicious Dishes LLC	\$1,400.00
Chk - 201158	09/15/2025	V0254011 - Connecticut Foodshare Inc	\$2,268.48
Chk - 201159	09/15/2025	v0000008 - Eula McKoy	\$75.00
Chk - 201160	09/15/2025	v0000009 - Samnaya Rodriguez	\$33.83
Chk - 201161	09/15/2025	v0000012 - Marlo Giangrande	\$500.00
Chk - 201162	09/15/2025	v0118695 - Southern Connecticut Gas	\$407.47
Chk - 201163	09/15/2025	v0118696 - United Illuminating	\$1,039.62
Chk - 201164	09/15/2025	v0123351 - Comcast Cable	\$275.42
Chk - 1000002	09/15/2025	S0150976 - S & E Investments LLC	\$50.00
Chk - 1000003	09/15/2025	S0105769 - Trinity New Haven Housing LP	\$20,251.58
Chk - 1000004	09/15/2025	S0122614 - Trinity New Haven Housing Two Limited Partnership	\$24,764.15
Chk - 1000005	09/15/2025	S0139182 - Trinity New Haven Housing Three LP	\$9,458.95
Chk - 1000006	09/15/2025	S0142374 - Trinity Rowe, LP	\$17,797.15
Chk - 1000007	09/15/2025	v0151522 - Ringcentral, Inc	\$132.56
Chk - 1000008	09/16/2025	V0140330 - Ana Felicia Duran	\$200.00

Chk - 1000009	09/16/2025	V0050208 - Donna Santiago	\$200.00
Chk - 1000010	09/16/2025	V0101146 - Glenda Streater	\$200.00
Chk - 1000011	09/16/2025	V0103834 - Lagreta Riles	\$200.00
Chk - 1000012	09/16/2025	V0105499 - Lenard Greene	\$200.00
Chk - 1000013	09/16/2025	V0106243 - Dennis Nathaniel Jenkins	\$200.00
Chk - 1000014	09/16/2025	V0107496 - Lavern Davis	\$200.00
Chk - 1000015	09/16/2025	V0110642 - Alberta W Golden	\$200.00
Chk - 1000016	09/16/2025	V0114547 - Teresa Nela Caporale	\$200.00
Chk - 1000017	09/16/2025	V0119381 - Doris J Doward	\$200.00
Chk - 1000018	09/16/2025	V0120373 - Laura Harrell	\$200.00
Chk - 1000019	09/16/2025	V0132133 - Willard E. Ford	\$200.00
Chk - 1000020	09/16/2025	V0133288 - Linda Cross	\$200.00
Chk - 1000021	09/16/2025	V0133441 - Eric D Jowers	\$200.00
Chk - 1000022	09/16/2025	V0135642 - Deborah Hudson	\$200.00
Chk - 1000023	09/16/2025	V0136019 - Luz E Torres	\$200.00
Chk - 1000024	09/16/2025	V0137713 - Patricia Mabry	\$200.00
Chk - 1000026	09/16/2025	V0137897 - Pedro Octavio Jimenez	\$200.00
Chk - 1000027	09/16/2025	V0138281 - Jonathan Stewart	\$200.00
Chk - 1000028	09/16/2025	V0141189 - Al Mccoy Langston	\$200.00
Chk - 1000029	09/16/2025	V0143269 - Tracye J Herring	\$200.00
Chk - 1000032	09/16/2025	V0150324 - Ralph Berryman	\$200.00
Chk - 1000033	09/16/2025	V0154565 - Todd Collins	\$200.00
Chk - 1000034	09/16/2025	V0160286 - Ethel M Gray	\$200.00
Chk - 1000036	09/16/2025	V0155601 - 360 Management Group. Co.	\$200,974.04
Chk - 1000037	09/16/2025	V0229171 - Sparks Security LLC	\$8,378.14
Chk - 201165	09/16/2025	v0227809 - Engie North America Inc	\$479.22
Chk - 201166	09/16/2025	v0118695 - Southern Connecticut Gas	\$240.13
Chk - 201167	09/16/2025	v0118696 - United Illuminating	\$49.00
Chk - 201168	09/16/2025	v0119806 - Regional Water Authority	\$8,182.60
Chk - 201169	09/16/2025	V0107749 - Brenda J Harris	\$200.00
Chk - 201170	09/16/2025	v0119971 - U.S. Bank	\$2,800.00
Chk - 201171	09/16/2025	V0152357 - Marketing 101, dba Big Prints	\$2,020.00
Chk - 201172	09/16/2025	v0227809 - Engie North America Inc	\$359.71
Chk - 201173	09/16/2025	V0150889 - Red Stone Equity Partners, LLC	\$5,743.00
Chk - 201174	09/16/2025	v0102618 - Lee C Moore	\$200.00
Chk - 201175	09/16/2025	V0103039 - Edward Beverley	\$200.00
Chk - 201176	09/16/2025	V0103465 - Shantour Jackson	\$200.00
Chk - 201177	09/16/2025	V0104828 - Carol Suggs	\$200.00
Chk - 201178	09/16/2025	V0105491 - Teethenia Stroud	\$200.00
Chk - 201179	09/16/2025	V0105992 - Adele Maysonet	\$200.00
Chk - 201180	09/16/2025	V0106685 - Darius K Reid	\$200.00
Chk - 201181	09/16/2025	V0110362 - Major Banks	\$200.00
Chk - 201182	09/16/2025	V0118722 - Massmutual Va.	\$200.00
Chk - 201183	09/16/2025	V0118837 - Judy Cosby	\$200.00
Chk - 201184	09/16/2025	V0119242 - Eddie P Moore	\$200.00
Chk - 201185	09/16/2025	V0129633 - Roberto Roman-Negron	\$200.00
Chk - 201186	09/16/2025	V0137502 - Russell Roberson	\$200.00
Chk - 201187	09/16/2025	V0137523 - Bruce Gatling	\$200.00
Chk - 201188	09/16/2025	V0138319 - Hector A Lozada-Osorio	\$200.00
Chk - 201189	09/16/2025	V0139148 - Clenison Dickey	\$200.00

Chk - 201190	09/16/2025	V0139159 - Ann Marie Maysonet	\$200.00
Chk - 201191	09/16/2025	V0141227 - Annette Yancey	\$200.00
Chk - 201192	09/16/2025	V0145436 - Robert London	\$200.00
Chk - 201193	09/16/2025	V0146874 - ANTHONY G BURRUS	\$200.00
Chk - 201194	09/16/2025	V0148226 - Gail Pressley	\$200.00
Chk - 201195	09/16/2025	V0150758 - Adalberto Rivera	\$200.00
Chk - 201196	09/16/2025	V0151235 - Louise Wiggins	\$200.00
Chk - 201197	09/16/2025	V0151710 - Kelly Nichols	\$200.00
Chk - 201198	09/16/2025	V0151889 - Billy Ray Mathews	\$200.00
Chk - 201199	09/16/2025	V0163329 - Sean Holland	\$200.00
Chk - 201200	09/16/2025	v0166814 - Janet Poole	\$200.00
Chk - 201201	09/16/2025	V0205735 - George G Robinson	\$200.00
Chk - 201202	09/16/2025	V0211532 - John A Pupello	\$200.00
Chk - 201203	09/16/2025	v0000014 - Tyler Evans	\$315.50
Chk - 201204	09/16/2025	v0000015 - Melisa Davis	\$124.50
Chk - 201205	09/16/2025	v0000017 - Vincent Jones	\$50.00
Chk - 201206	09/16/2025	v0114532 - City of New Haven	\$13,768.56
Chk - 201207	09/16/2025	v0119926 - Anthem Blue Cross/Blue Shield	\$252,844.62
Chk - 201208	09/16/2025	V0123356 - Colonial Life & Accident Insurance	\$14,069.12
Chk - 201209	09/16/2025	v0123392 - Standard Insurance Company.	\$21,013.65
Chk - 201210	09/16/2025	V0142289 - Kimberly Johansen	\$88.13
Chk - 201211	09/16/2025	V0150664 - Francisco Rivera	\$82.45
Chk - 201212	09/16/2025	V0151677 - Melody Ramos	\$54.32
Chk - 201213	09/16/2025	V0214564 - Carne Inn Group, LLC dba Residence Inn by Marriott	\$1,680.00
Chk - 201214	09/16/2025	V0254011 - Connecticut Foodshare Inc	\$590.32
Chk - 201215	09/17/2025	v0000013 - Civil 1 Inc	\$4,200.00
Chk - 201216	09/17/2025	V0148556 - Larosa Building Group LLC	\$746,567.00
Chk - 201217	09/17/2025	V0148556 - Larosa Building Group LLC	\$705,732.37
Chk - 201218	09/17/2025	V0140034 - Quadient Finance USA, INC	\$8,186.97
Chk - 201219	09/17/2025	v0119971 - U.S. Bank	\$3,500.00
Chk - 201220	09/18/2025	v0000021 - SSH Capital LLC	\$7,000.00
Chk - 201221	09/18/2025	v0000019 - Marc Group LLC	\$1,350.00
Chk - 201223	09/18/2025	v0118695 - Southern Connecticut Gas	\$490.79
Chk - 201224	09/18/2025	v0118695 - Southern Connecticut Gas	\$394.54
Chk - 201225	09/18/2025	v0118695 - Southern Connecticut Gas	\$337.78
Chk - 201226	09/18/2025	v0118695 - Southern Connecticut Gas	\$1,040.65
Chk - 201227	09/18/2025	v0118695 - Southern Connecticut Gas	\$380.73
Chk - 201228	09/18/2025	v0118695 - Southern Connecticut Gas	\$218.26
Chk - 201229	09/18/2025	v0118695 - Southern Connecticut Gas	\$95.15
Chk - 201230	09/18/2025	v0118695 - Southern Connecticut Gas	\$547.31
Chk - 201231	09/18/2025	v0118696 - United Illuminating	\$128.49
Chk - 201232	09/18/2025	v0118696 - United Illuminating	\$2,080.05
Chk - 201233	09/18/2025	v0118696 - United Illuminating	\$25.78
Chk - 201234	09/18/2025	v0119806 - Regional Water Authority	\$281.92
Chk - 201235	09/18/2025	v0119806 - Regional Water Authority	\$1,168.16
Chk - 201236	09/18/2025	v0119806 - Regional Water Authority	\$917.61
Chk - 201237	09/18/2025	v0119806 - Regional Water Authority	\$539.36
Chk - 201238	09/18/2025	v0119806 - Regional Water Authority	\$1,526.33
Chk - 201239	09/18/2025	v0119806 - Regional Water Authority	\$703.81

Chk - 201240	09/18/2025	v0119806 - Regional Water Authority	\$58.18
Chk - 201241	09/18/2025	v0119806 - Regional Water Authority	\$764.08
Chk - 201242	09/18/2025	v0119806 - Regional Water Authority	\$1,398.98
Chk - 201243	09/18/2025	v0119806 - Regional Water Authority	\$3,651.79
Chk - 201244	09/18/2025	v0119806 - Regional Water Authority	\$4,667.61
Chk - 201245	09/18/2025	v0119806 - Regional Water Authority	\$1,119.11
Chk - 201246	09/18/2025	v0119806 - Regional Water Authority	\$364.61
Chk - 201247	09/18/2025	v0119806 - Regional Water Authority	\$127.41
Chk - 201248	09/18/2025	v0119806 - Regional Water Authority	\$225.47
Chk - 201249	09/18/2025	v0119806 - Regional Water Authority	\$382.85
Chk - 201250	09/18/2025	v0119806 - Regional Water Authority	\$404.50
Chk - 201251	09/18/2025	v0119806 - Regional Water Authority	\$705.39
Chk - 201252	09/18/2025	V0123358 - Home Depot	\$2,122.39
Chk - 201253	09/18/2025	v0227809 - Engie North America Inc	\$4,975.26
Chk - 201254	09/18/2025	v0227809 - Engie North America Inc	\$6,814.53
Chk - 201255	09/18/2025	v0227809 - Engie North America Inc	\$3.67
Chk - 1000039	09/18/2025	v0120117 - Tri-Con Construction Manager, Llc	\$6,006.33
Chk - 1000040	09/19/2025	S0137873 - Brookside I Associates LLC	\$31,210.64
Chk - 201256	09/19/2025	V0123358 - Home Depot	\$2,635.15
Chk - 201257	09/19/2025	v0227809 - Engie North America Inc	\$6,546.33
Chk - 201258	09/19/2025	v0000024 - ESRI	\$3,055.25
Chk - 201259	09/19/2025	v0150272 - Airess Johnson	\$50.00
Chk - 201260	09/19/2025	V0154982 - Christina Rosher	\$124.80
Chk - 201261	09/19/2025	v0118695 - Southern Connecticut Gas	\$1,986.63
Chk - 201262	09/19/2025	v0118695 - Southern Connecticut Gas	\$811.30
Chk - 201263	09/19/2025	v0118695 - Southern Connecticut Gas	\$350.45
Chk - 201264	09/19/2025	v0118695 - Southern Connecticut Gas	\$1,349.98
Chk - 201265	09/19/2025	v0118695 - Southern Connecticut Gas	\$1,021.62
Chk - 201266	09/19/2025	v0118696 - United Illuminating	\$1,322.14
Chk - 201267	09/19/2025	v0118696 - United Illuminating	\$2,794.70
Chk - 201268	09/19/2025	v0118696 - United Illuminating	\$439.56
Chk - 201269	09/19/2025	v0118696 - United Illuminating	\$13.02
Chk - 201270	09/19/2025	v0118696 - United Illuminating	\$485.62
Chk - 201271	09/19/2025	v0119806 - Regional Water Authority	\$3,732.28
Chk - 201272	09/19/2025	v0119806 - Regional Water Authority	\$3,524.23
Chk - 201273	09/19/2025	v0119806 - Regional Water Authority	\$4,813.80
Chk - 201274	09/19/2025	v0119806 - Regional Water Authority	\$994.22
Chk - 201275	09/19/2025	v0119806 - Regional Water Authority	\$358.50
Chk - 201276	09/19/2025	v0119806 - Regional Water Authority	\$1,438.40
Chk - 201277	09/19/2025	v0119806 - Regional Water Authority	\$4,773.29
Chk - 201278	09/19/2025	v0119806 - Regional Water Authority	\$571.51
Chk - 201279	09/19/2025	v0119806 - Regional Water Authority	\$268.85
Chk - 201280	09/19/2025	v0150272 - Airess Johnson	\$200.00
Chk - 201281	09/19/2025	v0227809 - Engie North America Inc	\$7,371.27
Chk - 201282	09/22/2025	V0214564 - Carne Inn Group, LLC dba Residence Inn by Marriott	\$520.00
Chk - 201283	09/22/2025	v0118695 - Southern Connecticut Gas	\$855.94
Chk - 201284	09/22/2025	V0119749 - Yale New Haven Hospital	\$171.00
Chk - 201286	09/22/2025	v0119806 - Regional Water Authority	\$568.36
Chk - 201287	09/22/2025	v0119806 - Regional Water Authority	\$3,096.16
Chk - 201288	09/22/2025	v0119806 - Regional Water Authority	\$2,067.48



Chk - 201289	09/22/2025	v0119806 - Regional Water Authority	\$252.73
Chk - 201290	09/22/2025	v0119806 - Regional Water Authority	\$3,952.45
Chk - 201291	09/22/2025	V0155087 - International eProcurement, LLC	\$8,000.00
Chk - 201292	09/22/2025	V0223318 - Conncorp LLC	\$220.00
Chk - 201293	09/22/2025	V0251830 - AMG Plumbing Mechanical LLC	\$21,471.37
Chk - 201294	09/22/2025	V0253542 - Mutual of Omaha Insurance Company	\$5,143.35
Chk - 1000041	09/22/2025	V0119854 - Reitman Personnel Services, Inc.	\$7,981.76
Chk - 1000042	09/22/2025	V0119883 - MINITPRINT Inc d/b/a Docuprintnow	\$164.23
Chk - 1000043	09/22/2025	V0144696 - Housing Authority of the City of New Haven	\$630.48
Chk - 1000044	09/22/2025	V0146942 - Eagle Leasing Company	\$248.00
Chk - 1000045	09/22/2025	v0151522 - Ringcentral, Inc	\$11,067.73
Chk - 1000046	09/22/2025	V0155056 - Housing Development Fund, Inc.	\$11,073.06
Chk - 1000047	09/22/2025	V0155601 - 360 Management Group. Co.	\$2,319.66
Chk - 1000048	09/22/2025	V0162286 - Patterson & Associate Consulting, LLC	\$9,760.00
Chk - 1000049	09/22/2025	V0163771 - Autoscribe Corporation	\$2,066.66
Chk - 1000050	09/22/2025	V0255571 - Your Certified Solutions LLC	\$4,880.00
Chk - 1000051	09/24/2025	V0102852 - Jessica Lynn Rodriguez	\$863.59
Chk - 201295	09/24/2025	V0214859 - Mayra Ximena Bravo Vallejo	\$884.71
Chk - 201296	09/24/2025	V0247129 - Tanya Chirsky	\$848.77
Chk - 201297	09/24/2025	V0102840 - Tenequa Dailey	\$246.40
Chk - 201298	09/24/2025	V0102840 - Tenequa Dailey	\$487.49
Chk - 201299	09/24/2025	v0000029 - Gaurvi Hospitality LLC	\$712.00
Chk - 201329	09/25/2025	v0118695 - Southern Connecticut Gas	\$51.00
Chk - 201330	09/25/2025	v0118695 - Southern Connecticut Gas	\$583.88
Chk - 201331	09/25/2025	v0118695 - Southern Connecticut Gas	\$301.76
Chk - 201332	09/25/2025	v0118695 - Southern Connecticut Gas	\$0.20
Chk - 201333	09/25/2025	v0118696 - United Illuminating	\$1,838.25
Chk - 201334	09/25/2025	v0119806 - Regional Water Authority	\$691.89
Chk - 201335	09/25/2025	v0119806 - Regional Water Authority	\$822.43
Chk - 201336	09/25/2025	v0119806 - Regional Water Authority	\$476.31
Chk - 201337	09/25/2025	v0119806 - Regional Water Authority	\$253.14
Chk - 201338	09/25/2025	v0119806 - Regional Water Authority	\$574.81
Chk - 201339	09/25/2025	v0119806 - Regional Water Authority	\$983.38
Chk - 201340	09/25/2025	v0123351 - Comcast Cable	\$207.19
Chk - 201341	09/25/2025	v0123351 - Comcast Cable	\$175.42
Chk - 201342	09/25/2025	v0123351 - Comcast Cable	\$220.42
Chk - 201343	09/25/2025	v0123351 - Comcast Cable	\$269.38
Chk - 201344	09/25/2025	v0123351 - Comcast Cable	\$203.35
Chk - 201345	09/25/2025	v0123351 - Comcast Cable	\$580.86
Chk - 201346	09/25/2025	v0123351 - Comcast Cable	\$71.32
Chk - 201347	09/25/2025	v0123351 - Comcast Cable	\$325.38
Chk - 201348	09/25/2025	v0123351 - Comcast Cable	\$325.38
Chk - 201349	09/25/2025	v0227809 - Engie North America Inc	\$81.63
Chk - 201350	09/25/2025	v0000029 - Gaurvi Hospitality LLC	\$663.00
Chk - 201351	09/25/2025	V0214564 - Carne Inn Group, LLC dba Residence Inn by Marriott	\$169.00
Chk - 1000052	09/25/2025	V0255571 - Your Certified Solutions LLC	\$9,225.00
Chk - 1000053	09/25/2025	V0119875 - Housing Insurance Services, Inc.	\$17,745.84

Chk - 1000054	09/25/2025	V0119932 - Infoshred, LLC	\$26.86
Chk - 1000055	09/25/2025	V0255571 - Your Certified Solutions LLC	\$4,880.00
Chk - 1000059	09/26/2025	S0121235 - Fairway Owner, LLC	\$1,850.00
Chk - 1000060	09/26/2025	S0150976 - S & E Investments LLC	\$50.00
Chk - 1000061	09/26/2025	s0228938 - Tyshell Gore	\$475.00
Chk - 1000062	09/26/2025	v0000001 - Elm City Communities (New Haven Housing Authority)	\$0.01
Chk - 1000063	09/26/2025	v0000001 - Elm City Communities (New Haven Housing Authority)	\$1.00
Chk - 1000064	09/26/2025	V0119701 - Cohen Key Shop	\$5.00
Chk - 1000065	09/26/2025	V0138814 - B&H Foto & Electronics Corp	\$17,012.76
Chk - 1000066	09/26/2025	V0139018 - Corporate Mailing Services LLC	\$841.48
Chk - 1000067	09/26/2025	V0144696 - Housing Authority of the City of New Haven	\$51,451.00
Chk - 1000068	09/26/2025	V0154991 - Aramark Refreshment Services	\$5,817.98
Chk - 1000069	09/26/2025	V0155601 - 360 Management Group. Co.	\$132,570.97
Chk - 1000070	09/26/2025	V0164409 - McCarter & English, LLP	\$56,625.95
Chk - 1000071	09/26/2025	V0166639 - Northwest Interpreters, Inc.	\$92.45
Chk - 1000072	09/26/2025	V0168206 - The Narrative Project, LLC	\$8,000.00
Chk - 1000073	09/26/2025	V0229171 - Sparks Security LLC	\$6,638.96
Chk - 1000074	09/26/2025	V0164409 - McCarter & English, LLP	\$12,327.30
Chk - 201379	09/26/2025	v0000026 - Timothy Maduh	\$475.00
Chk - 201380	09/26/2025	V0144937 - Metropolitan Life Insurance Company USA	\$531.55
Chk - 201381	09/26/2025	V0149617 - Answer Plus Communications	\$112.85
Chk - 201382	09/26/2025	V0214859 - Mayra Ximena Bravo Vallejo	\$2,413.76
Chk - 201384	09/26/2025	V0110158 - Shanda Ferrucci	\$375.00
Chk - 201389	09/26/2025	v0000030 - Brightpoint Investment LLC	\$2,300.00
Chk - 201390	09/26/2025	V0110158 - Shanda Ferrucci	\$1,250.00
Chk - 201391	09/26/2025	V0118692 - Yale Termite & Pest Elimination Corp.	\$21,061.83
Chk - 201393	09/26/2025	v0118696 - United Illuminating	\$26,995.63
Chk - 201394	09/26/2025	v0118696 - United Illuminating	\$2,560.86
Chk - 201395	09/26/2025	v0118696 - United Illuminating	\$235.80
Chk - 201396	09/26/2025	V0119749 - Yale New Haven Hospital	\$171.00
Chk - 201397	09/26/2025	v0119806 - Regional Water Authority	\$1,794.42
Chk - 201398	09/26/2025	v0119806 - Regional Water Authority	\$1,950.76
Chk - 201399	09/26/2025	v0119896 - State Of Connecticut	\$3,190.00
Chk - 201400	09/26/2025	V0135905 - Aflac	\$1,091.84
Chk - 201401	09/26/2025	V0145844 - HD Supply Facilities Maintenance, Ltd	\$35.50
Chk - 201402	09/26/2025	V0154657 - Online Information Services, Inc	\$155.62
Chk - 201403	09/26/2025	V0155544 - Fred V Leone	\$5,000.00
Chk - 201404	09/26/2025	V0193173 - De Lage Landen Financial Services, Inc	\$166.18
Chk - 1000075	09/29/2025	v0232064 - IMMIX TECHNOLOGY INC	\$76,925.34
Chk - 1000078	09/30/2025	V0144390 - The Glendower Group, Inc	\$4,774.00
Chk - 201446	09/30/2025	v0000023 - The Kettle King	\$900.00
Chk - 201447	09/30/2025	v0000031 - Derrick L Powell SR	\$250.00
Chk - 201448	09/30/2025	V0217021 - Jerris Luncheonette Inc	\$1,295.00
Chk - 201449	09/30/2025	v0150259 - Keith Davis	\$200.00
Chk - 201450	09/30/2025	v0114532 - City of New Haven	\$27,238.91
	09/30/2025	Ending Balance	

**Total Payments Issued**

**\$2,862,380.30**

**ELM CITY COMMUNITIES**

# **PRESIDENT'S REPORT**



**OCT  
2025**

## FROM THE OFFICE OF OUR PRESIDENT

As we reflect on the accomplishments of Elm City Communities over the past year, it is evident that our commitment to serving families and expanding housing options has led to significant positive outcomes within our community. In 2025, we implemented several impactful programs designed to empower families and enhance their quality of life. We provided comprehensive support services, including financial literacy workshops, job training programs, and access to educational resources. These programs not only equipped families with essential skills but also fostered a sense of community and collaboration among residents and participants.

Our efforts to serve more families this year resulted in a notable increase in the number of households receiving assistance. By streamlining our application process and enhancing outreach efforts through community partnerships, we were able to connect with families who previously faced barriers to accessing housing support. This proactive approach has allowed us to expand our reach, ensuring that more families have access to safe and affordable housing options. As a result, we have seen an increase in housing placements, which has positively impacted the stability and well-being of our residents and participants.

Additionally, our focus on increasing housing choice has been a cornerstone of our strategy this year. We launched the Housing Choice Voucher Mobility Program, aimed at providing families with the opportunity to reside in neighborhoods that offer better access to resources and amenities. This program not only increases housing options but also promotes economic mobility and social equity. By prioritizing diverse housing opportunities, we are creating a more inclusive community where families can thrive. As we move forward, we remain dedicated to enhancing our programming and expanding our efforts to ensure that every family in New Haven and beyond has access to the housing and support they deserve.

### CONTRACT UPDATES

- No cost time extension to VASE contract for Group D units from September 25, 2025 to November 24, 2025.
- No cost time extension to Aramark Uniform & Concessions from March 6, 2025 to March 5, 2026.



## OPERATIONS

## YTD FINANCIALS

**RENT COLLECTION:** HANH's rent collection for the year to date ending the month of September 2025 has been postponed due to Yardi conversion. The agency goal is 95%.

**OCCUPANCY:** HANH's current occupancy rate for the month for August/September 2025 is 96.24%. The agency goal is 96.00%. Attainment of this goal remains one of the primary objectives for the Operations Department

The financial report covers eleven months (October 1 through August 2025) of data. Total Revenues are \$128,064,082. Total Expenses are \$114,243,265 (including depreciation expense of \$1,555,413). The excess of revenue over expenses is reduced by \$(7,558,573) capitalized expenditures. Depreciation expense add-back is \$1,555,413. The HANH Net Surplus of \$7,817,657

## COMMUNITY ECONOMIC DEVELOPMENT



#1– CED hosted a successful Job Fair and Resource Expo on September 30th, bringing together 25 employers and employment resource providers, including Adult Education and Gateway Community College and over 150 jobseekers. By event close, 23 onsite interviews were completed. Next steps include inviting employers to partner with ECC/HANH to become a part of the Program Coordinating Committee as well as explore points of collaboration to provide on-site service delivery for work able residents.

#2 - On average, FSS participants experience a 30 point increase in their credit scores by the third year of the five year program.

#3 – CED team received a total of 80 referrals this month, and 100% of the referrals were responded to within 3 business days.

**PLANNING &  
MODERNIZATION****HUD Housing Related Hazards**

ECC was awarded a \$3,999,993 Housing Related Hazards grant to address the following Hazards at Scattered Sites, Essex, Crawford Manor, Wolfe: Smoke and Carbon monoxide, Radon, Mold and Vermin (high-rise buildings). Smoke and carbon monoxide detector installation tasks began in August 2024 and are in progress. Current obligation of grant funds is 100% and expenditure of funds at 90%.

- House more families (more quickly) in the highest quality housing in communities of their choice
- Support residents' ability to live their best life and achieve goals that move them toward greater housing and life choices
- Cost effective and cost-efficient delivery of services in ways that maximize impact in our community (jobs, contracting, economic development) and
- Spark policy change that creates growth in housing market especially for families in need of affordable housing

**THE GLENDOWER  
GROUP****The Glendower Group**

- Westville Manor
- The Authority submitted a 9% LIHTC application in November 2016 to complete the offsite component on the Rockview Phase II site and was awarded. - Contract closing for Rockview Phase 2 completed in 2021 and is fully occupied.
- The Authority issued an RFQ for a Master Planner for Westville Manor site and selected a team composed of Ken Boroson Architects and Torti Gallas Planners.
- The master Planning Team held a series of meetings and charrettes in September 2018 and will completed a final recommendation to stakeholders in January 2019.
- It was determined that a Planned Development District (PDD) was the best approach to the redevelopment of the site. A PDD application was submitted to the City of New Haven in January 2019 that will include the redevelopment of 109 units on site of which 80% will be RAD replacement units and 20% unrestricted. The Board of Alders approved the PDD in April 2019.
- The project is now being modeled to determine the best method to obtain project financing.

**RAD Portfolio Award**

- The Authority received a portfolio award, inclusive of 12 developments, with 11 being completed and detailed herein. The last remaining project is Valley Townhomes which has converted to permanent financing.
- Final construction completion other than minor site work and finishing items was completed in June 2024.
- Ribbon-cutting held on June 28, 2024.
- Conversion to permanent financing completed in Sept 2025.

**McConaughy Terrace**

- For the purpose of Financing Glendower bifurcated the redevelopment into two phases – 4% and 9% Low Income Housing Tax Credit applications.
- Glendower McConaughy Terrace 4%, LLC consists of 92 affordable units and Glendower McConaughy Terrace 9%, LLC consists of 104 affordable and 26 market rate units.
- Submitted a LIHTC Hybrid application to CHFA in 2021. Application awarded funding for both the 4% and 9% phases.
- Dual Closing completed on November 28, 2023 and construction completed for all units September 2025.

**Scattered Sites**

- Scattered site is multifamily redevelopment which includes 88 units located in the Fair Haven Heights area. The project will be redeveloped using RAD vouchers and LIHTC 4% funding.
- Submitted a 9% LIHTC application on January 12, 2022. Project was not awarded.
- The project is now being modeled to determine the best method to obtain project financing.



**THE GLENDOWER  
GROUP****34 Level Street/The Heights at Westrock**

- Submitted a HUD Section 202 Supportive Housing for the Elderly application to HUD in January 2023 and was awarded the 202 grant and associated rental subsidy in October 2023.
- The development includes 50 supportive housing units.
- DECD Brownfields award of \$999,000 received assist in clean up and removal of former nursing home.
- HUD Firm Application approval executed in May 2025 and Closing anticipated to be in the 1st quarter of 2026.

**St Luke's Apartments, Whalley Ave.**

- Partnering to take over a struggling pre-development project being managed by St. Lukes Development Corp.
- Submitted a CIF application on June 30, 2023 and awarded \$7MM in CIF funds that consists of \$6MM for new construction and \$1MM for the City of New Haven infrastructure.
- The development includes 49 housing units, including 44 RAD project-based voucher units using Rebuild Restore vouchers and 5 additional LIHTC/PBV affordable units.
- Closing anticipated for the 1st quarter of 2026.

**Newhallville Development, 201 Hazel Street**

- Partnering to redevelop a currently vacant site at 210 Hazel Street with Newhallville Development Corp.
- The development includes up to 63 affordable units, 50 affordable and 13 market rate.
- A CIF application is planned to be submitted in the fall 2025 round.

**Union Square/Robert T. Wolfe & Former Church Street South**

- The Authority submitted a Choice Neighborhood Planning Grant application in April 2023 to complete the redevelopment of Robert T. Wolfe site and was awarded. – Notice of Award occurred on September 15, 2023.
- The Draft Transformation Plan was submitted in March 2025 and reviewed by HUD. The final Transformation plan was submitted to HUD in August 2025.
- A CNI Implementation Plan application will be submitted upon announcement of the next round from HUD.
- Glendower is in the process of procuring an architect for phases 1 & 2.

**Eastview Terrace Conversion**

- The Project's 15-year initial Low-Income Tax Credit ("LIHTC") Compliance Period ("Compliance Period") ended in December 2023 and has purchased the property outright Investor buyout completed on September 4, 2024.
- Architect and Construction Manager in-place with an anticipated closing in 1st quarter of 2026.

**Henry Street**

- The Authority purchased 3 properties at 133, 135 and 137 Henry Street
- The Glendower Group solicited for Architects and selected Russell & Dawson as Architect and is working on As-Built drawings
- 100% Construction documents are expected to be issued by September 2025.
- Construction to begin in 2025 with a 12- month construction period.
- Completed project will contain 7 units.

**HOUSING CHOICE VOUCHER**

- As of September 30, 2025, the Housing Choice Voucher (HCV) Program maintained strong overall performance with a continued focus on utilization, accuracy, and efficiency across all core functions. The agency's MTW baseline remained at 4,481 vouchers, with 4,075 leased—reflecting 99% utilization. Within special programs, utilization remained steady with VASH at 55%, Church Street South (CSS) at 70%, RAD at 90%, and PBV at 77%. Efforts are ongoing to strengthen utilization within the VASH and PBV portfolios through targeted outreach and streamlined leasing processes.
- Recertification productivity remained steady with 1,049 recerts due and 185 completed in September, resulting in a 93% year-to-date submission rate, slightly below the 95% goal. Management continues to focus on improving timeliness as staff adapt to new workflows in Yardi and Bob.ai. Quality assurance outcomes remained strong—99 intake files were reviewed with no tenant payment or income calculation errors, demonstrating the team's commitment to compliance and accuracy.
- The Intake team processed 46 new admissions, issued 112 vouchers, and managed 22 moves during the month, reflecting consistent productivity across specialists. The HCV waitlist currently includes 18,019 applicants, with 70% of families earning below 50% of the area median income, reinforcing ECC's mission to serve New Haven's most economically vulnerable residents.
- Financially, the program maintained fiscal integrity with \$60.6 million in Housing Assistance Payments and Utility Allowance Payments disbursed in September across 65,431 total transactions. Additionally, 100% of property owners are enrolled in direct deposit, ensuring timely and efficient payments.
- HQS inspections performance stood at 46% completed year-to-date, below the 95% target. The department is addressing this through staff realignment and system enhancements to improve scheduling efficiency.
- Overall, the HCV Department continues to demonstrate operational stability, strong utilization, and consistent compliance performance while strategically focusing on improving inspection completion and recertification timeliness. With technology stabilization and continued staff engagement, the program remains on track to meet ECC's FY25 performance benchmarks.



## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** RESOLUTION RATIFYING, AUTHORIZING AND, TO THE EXTENT NECESSARY, REAUTHORIZING THE CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S COMMERCIAL PROPERTY INSURANCE IN THE AMOUNT NOT TO EXCEED OF \$240,208 FOR THE PERIOD COMMENCING OCTOBER 6, 2025 AND ENDING OCTOBER 5, 2026

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number # 10-67/25-R

**TIMING:** Immediately

**DISCUSSION:** HUD regulations waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group (HARRG) which is a part of the Housing Authority Insurance Group (HAIG). HANH is a long-time member of HARRG.

HANH received quotes from HAIG for Comprehensive Commercial Property Insurance. For 2026, HAIG has offered coverage with a \$50,000 deductible and up to a \$100,000,000 loss limit depending on the type of coverage for a \$240,208 premium. There is an increase of approximately 5.3% in the total building value as a result of the underwriting analysis to better reflect replacement cost and rate increase of 11.45%. Flood coverage remains at \$250,000 with a \$25,000 deductible.

HANH is requesting the Board to ratify, authorize, and to the extent necessary reauthorize the Contract with Housing Authority Insurance Group in the amount of \$240,208 beginning October 6, 2025 through October 5, 2026.

In accordance with resolution 10-129/01-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

**FISCAL IMPACT:** \$ 240,208

**SOURCE OF FUNDS:** Operating Budget

**STAFF:** John Rafferty, Senior VP Finance, IT & Administration

ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven

RESOLUTION # 10-67/25-R

**RESOLUTION RATIFYING, AUTHORIZING AND, TO THE EXTENT NECESSARY, REAUTHORIZING THE  
CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S COMMERCIAL  
PROPERTY INSURANCE IN THE AMOUNT NOT TO EXCEED OF \$240,208 FOR THE PERIOD COMMENCING  
OCTOBER 6, 2025 AND ENDING OCTOBER 5, 2026**

WHEREAS, HUD's regulations, waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group; and

WHEREAS, the Housing Authority Insurance Group, has proposed to provide property insurance coverage for HANH for the period October 6, 2025 through October 5, 2026 at a total not to exceed amount of \$240,208; and

WHEREAS, the Housing Authority Insurance Group's proposal was reviewed by staff and determined to meet HANH's minimum insurance requirements; and

WHEREAS, HANH is requesting ratification, authorization and, to the extent necessary, reauthorization of the insurance contract with Housing Authority Insurance Group for the Authority's Commercial Property Insurance in the amount of \$240,208 effective October 6, 2025 through October 5, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

1. The award of a contract in an amount not to exceed \$240,208 for the period of October 6, 2025 through October 6, 2026 to The Housing Authority Insurance Group for the Commercial Property Insurance be and hereby is ratified, authorized, and to the extent necessary reauthorized and directed, including the expenditure of such amounts as set forth in this Resolution; and
2. The Executive Director be and hereby is authorized, empowered and directed to execute and deliver such documents, instruments and agreements necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, or necessary related thereto; and
3. This Resolution shall take effect immediately.

[CERTIFICATION FOLLOWS]

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21<sup>st</sup>, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

## MEMORANDUM

TO: Board of Commissioners

DATE: October 21, 2025

FROM: Shenae Draughn, President

RE: **RESOLUTION RATIFYING, AUTHORIZING AND, TO THE EXTENT NECESSARY REAUTHORIZING THE CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S GENERAL LIABILITY AND PUBLIC OFFICIALS INSURANCES IN THE AMOUNT NOT TO EXCEED OF \$228,425 FOR THE PERIOD COMMENCING OCTOBER 6, 2025 AND ENDING OCTOBER 5, 2026**

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ACTION: Recommend that the Board of Commissioners Adopt Resolution Number# **10-68/25-R**

TIMING: Immediately

DISCUSSION: HUD regulations waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group (HARRG) which is a part of the Housing Authority Insurance Group (HAIG). HANH is a long-time member of HARRG. HANH received quotes from HAIG, and Travelers Insurance Company through HAIG for the renewal of various insurance policies - General Liability and Public Official.

After reviewing the proposals, HANH has decided to use HAIG for general liability coverage which includes terrorism, mold, as well as a few other additional coverages. The deductible and coverage details are outline below:

- General Liability/Public Officials – Limit \$10M with a max \$50K deductible at an annual premium of \$ 228,425. The renewal premium rate increased by 2.93%.

HANH is requesting the Board to ratify, authorize and, to the extent necessary, reauthorize the contracts with HAIG in the amount of \$228,425 for coverages beginning October 5, 2025 through October 6, 2026.

In accordance with resolution 10-129/01-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

FISCAL IMPACT: \$ 228,425

SOURCE OF FUNDS: Operating Budget

STAFF: John Rafferty, Senior VP Finance, IT & Administration

ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven

RESOLUTION #10-68/25-R

**RESOLUTION RATIFYING, AUTHORIZING AND, TO THE EXTENT NECESSARY REAUTHORIZING THE  
CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S GENERAL LIABILITY  
AND PUBLIC OFFICIAL'S INSURANCES IN THE AMOUNT NOT TO EXCEED OF \$228,425 FOR THE PERIOD  
COMMENCING OCTOBER 6, 2025 AND ENDING OCTOBER 5, 2026**

WHEREAS, HUD's regulations, waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group; and

WHEREAS, Housing Authority Insurance Group has proposed to provide renewal coverage for General Liability and Public Officials insurance for HANH for the period October 6, 2025 through October 5, 2026 at a total not to exceed cost of \$228,425; and

WHEREAS, the Housing Authority Insurance Group's proposal was reviewed by staff and determined to meet HANH's minimum insurance requirements

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

1. The award of a contract in an amount not to exceed \$228,425 for the period of October 6, 2025 through October 5, 2026 to The Housing Authority Insurance Group for the Commercial Liability Insurance be and hereby is ratified,, authorized and, to the extent necessary reauthorized, including the expenditure of such amounts as set forth in this Resolution; and
2. The Executive Director be and hereby is authorized, empowered and directed to execute and deliver such documents, instruments and agreements necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, or necessary related thereto; and
3. This Resolution shall take effect immediately.

[CERTIFICATION FOLLOWS]

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Ratifying, Authorizing and, to the extent necessary Reauthorizing Contract Award to Nero Air Conditioning, Heating & Refrigeration, Inc. for Crawford Manor Boiler Replacement in an Amount Not to Exceed \$189,496.96 for Completion 180 Calendar Days from Issuance of the Notice to Proceed

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution #10-69/25-R

**TIMING:** Immediately

**DISCUSSION:** ECC/HANH identified a need for boiler replacement at Crawford Manor, 90 Park Street.

On August 25, 2025, ECC/HANH issued Invitation for Bid #PM-25-IFB-2047 for Crawford Manor Boiler Replacement. Bids were due September 24, 2025. ECC/HANH received and reviewed four bids.

To expedite work prior to onset of severe temperatures, ECC/HANH proceeded to award this contract. ECC/HANH requests ratification of contract award to Nero Air Conditioning, Heating & Refrigeration, Inc. who submitted the lowest responsible and responsive bid in the amount not to exceed \$189,496.96 for Crawford Manor Boiler Replacement, for completion 180 calendar days from issuance of the Notice to Proceed.

In accordance with resolution #10-129/18-R for the Revised Procurement Policy adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

ECC/HANH requests Board of Commissioners ratification, authorization and, to the extent necessary, reauthorization of the action to award and execute a contract with Nero Air Conditioning, Heating & Refrigeration, Inc. in an amount not to exceed \$189,496.96 for Crawford Boiler Replacement for completion 180 calendar days from issuance of the Notice to Proceed.

**FISCAL IMPACT:** \$189,496.96

**SOURCE OF FUNDS:** CFP 2024; CFP 2025

**STAFF:** Rachel Gilroy, Senior Project Manager—Planning & Modernization

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**Resolution #10-69/25-R**

**RESOLUTION RATIFYING, AUTHORIZING AND, TO THE EXTENT NECESSARY, REAUTHORIZING CONTRACT AWARD TO NERO AIR CONDITIONING, HEATING & REFRIGERATION, INC. FOR CRAWFORD MANOR BOILER REPLACEMENT IN AN AMOUNT NOT TO EXCEED \$189,496.96 FOR COMPLETION 180 CALENDAR DAYS FROM ISSUANCE OF NOTICE TO PROCEED**

WHEREAS, ECC/HANH identified a need for boiler replacement at Crawford Manor, 90 Park Street; and

WHEREAS, on August 25, 2025, ECC/HANH issued Invitation for Bid #PM-25-IFB-2047 for Crawford Manor Boiler Replacement; and

WHEREAS, bids were due September 24, 2025; and

WHEREAS, ECC/HANH received and reviewed four bids; and

WHEREAS, to expedite work prior to onset of severe temperatures, ECC/HANH proceeded to award this contract; and

WHEREAS, ECC/HANH recommends ratification, authorization and, to the extent necessary, reauthorization of the contract award to Nero Air Conditioning, Heating & Refrigeration, Inc. who submitted the lowest responsible and responsive bid in the amount not to exceed \$189,496.96 for Crawford Manor Boiler Replacement for completion 180 calendar days from issuance of the Notice to Proceed; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

- 1) The award of Contract #PM-25-C-2047 to Nero Air Conditioning, Heating & Refrigeration, Inc. in the amount not to exceed \$189,496.96 for Crawford Boiler Replacement for completion 180 calendar days from issuance of the Notice to Proceed be and hereby is ratified, authorized and, to the extent necessary, reauthorized, including the expenditure of such amounts as aforesaid; and
- 2) The action of the Executive Director-President to execute and deliver all award-related documents, agreements and instruments be and hereby is ratified, authorized and, to the extent necessary, reauthorized; and



- 3) The Executive Director-President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing; and
- 4) This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner



CHRISTOPHER WILLIAMS ARCHITECTS LLC

October 1, 2025

Shenae Draughn  
Elm City Communities  
360 Orange Street  
New Haven, CT 06511

Re: PM-25-IFB-2047  
Crawford Manor Boiler Replacements

Shenae,

I have reviewed the four competitive bids received for the above referenced project. The pre-bid estimate was \$221,351 while the high bid is \$312,400. The apparent low bidder is Nero Air Conditioning, Heating & Refrigeration at \$189,497. The next lowest bidder is Mechanical Heating & Air Conditioning Inc at \$217,904. All four bids average \$252,450 (high to low).

Nero's confidence in his bid, and his history with the Housing Authority and CWA over the past 30 years of previously completed projects gives me the confidence to recommend that Nero Air Conditioning, Heating & Refrigeration's bid be accepted as the lowest qualified bidder for this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chris Williams', followed by a horizontal line.

Christopher Williams, AIA

EACH AND EVERY DIVISION TOTAL LINE MUST BE FILLED IN USING WHOLE DOLLAR AMOUNTS FILLING IN A LINE ITEM WITH "INCL" or "IN BELOW" or "IN ABOVE" IS UNACCEPTABLE A BLANK LINE OR A LINE FILLED IN WITH A ZERO SHALL BE CONSIDERED TO BE INCLUDED IN THE BASE BID AND THEREFORE IN THE CONTRACT SUM. THIS IS A PROTECTED DOCUMENT - DO NOT ALTER IT IN ANY WAY. ALL NECESSARY FORMULAS ARE EMBEDDED AND WILL AUTOMATICALLY TOTAL. THE APPARENT LOW BIDDERS WILL BE REQUIRED TO SUBMIT A MORE DETAILED SCHEDULE OF VALUES WITH LINE ITEMS WITHIN EACH DIVISION.		ICE	JLY Construction Managers	Southport Contracting	Mechanical Heating & Air Conditioning Inc	Nero Air Conditioning Heating & Refrigeration	AVERAGE
DIV	Section	Div Total	Div Total	Div Total	Div Total	Div Total	Div Total
1	SITE MOBILIZATION						
	SUBTOTAL	\$ 13,920	\$ 5,000	\$ 10,000	\$ 7,500	\$ 3,970	\$ 6,618
2	EXISTING CONDITIONS SELECTIVE DEMOLITION AND REMOVALS						
	SUBTOTAL	\$ 12,417	\$ 10,000	\$ 34,786	\$ 3,500	\$ 6,850	\$ 13,784
9	FINISHES						
	SUBTOTAL	\$ 1,276	\$ 5,000	\$ 22,786	\$ 5,000	\$ 128,112	\$ 40,224
23	HVAC						
	SUBTOTAL	\$ 154,424	\$ 220,000	\$ 54,786	\$ 158,648	\$ 5,095	\$ 109,632
26	ELECTRICAL						
	SUBTOTAL	\$ 5,520	\$ 20,000	\$ 5,800	\$ 10,000	\$ 9,892	\$ 11,423
	SUBTOTAL ALL DIVISIONS-1 THROUGH 33	\$ 187,556	\$ 260,000	\$ 128,158	\$ 184,648	\$ 153,918	\$ 181,681
	OVERHEAD AND PROFIT						
	OVERHEAD Limited to 2% OF DIV 1 THROUGH 33	\$ 3,751	\$ 5,200	\$ 21,020	\$ 3,693	\$ 3,078	\$ 8,248
	PROFIT Limited to 6% of Div 1 through 33	\$ 11,253	\$ 15,100	\$ 63,060	\$ 11,079	\$ 9,235	\$ 24,618
	GENERAL CONDITIONS Limited to 6% of Div 1 through 33	\$ 11,253	\$ 15,100	\$ 63,060	\$ 11,079	\$ 9,235	\$ 24,618
	SUBTOTAL WITH MARKUPS	\$ 213,814	\$ 295,400	\$ 275,298	\$ 210,499	\$ 175,467	\$ 239,166
	Permit Fees	\$ 4,330	\$ 9,000	\$ 7,300	\$ 7,405	\$ 8,750	\$ 8,114
	Payment and Performance Bonds	\$ 3,207	\$ 8,000	\$ 7,400	\$ -	\$ 5,280	\$ 5,170
	SUBTOTAL PERMITS AND BONDS	\$ 7,537	\$ 17,000	\$ 14,700	\$ 7,405	\$ 14,030	\$ 13,284
	GRAND TOTAL-BASE BID	\$ 221,351	\$ 312,400.00	\$ 289,998.00	\$ 217,903.72	\$ 189,496.96	\$ 252,449.67
DD ALT#1	DEDUCT ALTERNATE #1: Replace boiler #2 only, including all related appurtenances, piping, flues and electrical work.. Demolish boiler #1. Replace flue to boilers 2,3 and 4. flue for boiler no. 1 shall remain in place.	\$ 72,509	\$ 50,000.00	\$ 198,600.00	\$ 84,324.00	\$ 50,214.40	\$ 95,784.60
	TOTAL BID WITH DEDUCT ALTERNATE #1	\$ 148,842	\$ 262,400.00	\$ 91,398.00	\$ 133,579.72	\$ 139,282.56	\$ 156,665.07
DD ALT#2	DEDUCT ALTERNATE #2: Replace only boiler #2, including all related appurtenances, piping, flueing and electrical work . Replace flue to boiler #2 only. Demolish Boiler #1. flues for boilers #1, 3 and 4 shall remain in place.	\$ 96,163	\$ 60,000.00	\$ 185,600.00	\$ 84,324.00	\$ 81,325.91	\$ 102,812.48
	TOTAL BID WITH DEDUCT ALTERNATE #2	\$ 125,188	\$ 252,400.00	\$ 104,398.00	\$ 133,579.72	\$ 108,171.05	\$ 149,637.19

**Bid Opening**

**Solicitation # PM-25-IFB-2047      BID: Crawford Manor Boiler Replacement**

**Opening Date: Wednesday, September 24, 2025 at 3:20 PM**

<b>COMPANY NAME / ADDRESS</b>	<b>CONTACT NAME</b>	<b>PHONE</b>	<b>Bid Price- HANH</b>	<b>Bond Amount</b>
<b>Mechanical Heating and Air Conditioning</b>			<b>\$217,903.72</b>	<b>Certified Check in the amount of \$10,895.19</b>
<b>Nero Air Conditioning Heating and Refrigeration Inc</b>			<b>\$ 189,496.96</b>	<b>Bid Bond 5%</b>
<b>Southport Contracting Inc</b>			<b>\$290,000.00</b>	<b>Bid Bond 5%</b>
<b>JYL Construction Managers</b>			<b>\$312,400.00</b>	<b>Bid Bond 5%</b>



# NERO AIR CONDITIONING, HEATING AND REFRIGERATION, INC.

ACTIVE

334 STATE STREET, NORTH HAVEN, CT, 06473, United States

## Business Details

### General Information

Business Name	Business ALEI
NERO AIR CONDITIONING, HEATING AND REFRIGERATION, INC.	0218149
Business status	Date formed
ACTIVE	5/20/1988
Citizenship/place of formation	Business type
Domestic/Connecticut	Stock
Business address	Mailing address
334 STATE STREET, NORTH HAVEN, CT, 06473, United States	334 STATE STREET, NORTH HAVEN, CT, 06473, United States
Requires Annual Filing?	Last report filed
Yes	2025
Annual report due	NAICS sub code
5/20/2026	
Public substatus	
Current	
NAICS code	

Plumbing, Heating, and Air-Conditioning  
Contractors (238220)

## Principal Details

Principal Name

MICHAEL NERO

Principal Title

President

Principal Business address

334 STATE STREET, NORTH HAVEN, CT, 06473, United States

Principal Residence address

3 Mohican Trl, Old Saybrook, CT, 06475-1808, United States

Principal Name

SUZANNE NERO

Principal Title

Secretary

Principal Business address

334 STATE STREET, NORTH HAVEN, CT, 06473, United States

Principal Residence address

3 Mohican Trl, Old Saybrook, CT, 06475-1808, United States

## Agent details

Agent name

MICHAEL NERO

Agent Business address

334 State St, North Haven, CT, 06473, United States

Agent Mailing address

334 State St, North Haven, CT, 06473-3108, United States

Agent Residence addresss

3 Mohican Trl , Old Saybrook, CT, 06475-1808, United States

## Filing History



**Annual Report(1990)**

**0000614877**

Filing date:

Filing time:

Volume Type

Volume

Start page

Pages

Date generated



**Business Formation - Certificate of  
Incorporation**

**0000614873**

Filing date: 5/20/1988

Filing time:

Volume Type

C

Volume

11150

Start page

2655

Pages

0

Date generated

5/20/1988





**First Report - Organization and First Report**

**0000614874**

Filing date: 5/20/1988

Filing time:

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C

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11150

Start page

2658

Pages

0

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5/20/1988



**Administrative Dissolution - Notice of Intent to  
Dissolve/Revoke**

**0000614875**

Filing date: 6/18/1993

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C

Volume

12300

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5285

Pages

0

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6/18/1993



**Administrative Dissolution - Certificate of  
Dissolution/Revocation**

**0000614876**

Filing date: 10/1/1993

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C

Volume

12360

Start page

4305

Pages

0

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10/1/1993



**Reinstatement - Certificate of Reinstatement**

**0001924163**

Filing date: 12/9/1998

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B

Volume

237

Start page

2487

Pages

5

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**Annual Report(1999)**

**0001977578**

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Volume

266

Start page

2098

Pages

2

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5/6/1999



**Annual Report(2000)**

**0002110384**

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B

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337

Start page

795

Pages

2

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**Annual Report(2001)**

**0002252119**

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B

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409

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2868

Pages

2

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**Annual Report(2002)**

**0002460672**

Filing date: 5/15/2002

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B

Volume

517

Start page

2214

Pages

2

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5/15/2002



# Annual Report(2003)

**0002604971**

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B

Volume

591

Start page

2654

Pages

2

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5/15/2003

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**Annual Report(2004)**

**0002838214**

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B

Volume

714

Start page

1352

Pages

2

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**Annual Report(2005)**

**0003051031**

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Volume

830

Start page

160

Pages

2

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**Annual Report(2006)**

**0003230800**

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Volume

924

Start page

2786

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2

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## Annual Report(2009)

**0003923199**

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B

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1280

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3178

Pages

2

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**Change of Agent Address - Agent Address  
Change**

**0004106728**

Filing date: 2/17/2010

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B

Volume

1375

Start page

3044

Pages

1

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## Annual Report(2007)

**0003462931**

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Volume

1044

Start page

2177

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2

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**Annual Report(2008)**

**0003923194**

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1280

Start page

3169

Pages

2

Date generated

5/5/2009

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**Annual Report(2010)**

**0004194054**

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B

Volume

1421

Start page

1516

Pages

2

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**Annual Report(2011)**

**0004448151**

Filing date: 5/16/2011

Filing time:

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Volume

1563

Start page

1678

Pages

2

Date generated

5/16/2011



## Annual Report(2012)

**0004675512**

Filing date: 6/26/2012

Filing time:

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B

Volume

1696

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517

Pages

2

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6/26/2012

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# Annual Report(2013)

**0004932314**

Filing date: 8/27/2013

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B

Volume

1841

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3138

Pages

2

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8/27/2013

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**Annual Report(2014)**

**0005397064**

Filing date: 9/17/2015

Filing time:

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B

Volume

2101

Start page

1609

Pages

2

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9/17/2015

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## **Annual Report(2015)**

**0005397067**

Filing date: 9/17/2015

Filing time:

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B

Volume

2101

Start page

1615

Pages

2

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9/17/2015

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## **Change of Business Address - Business Address**

**Change**

**0005531303**

Filing date: 3/30/2016

Filing time:

Volume Type

B

Volume

2175

Start page

3555

Pages

1

Date generated

3/30/2016



**Annual Report(2016)**

**0005917981**

Filing date: 8/30/2017

Filing time:

Volume Type

B

Volume

2391

Start page

2647

Pages

2

Date generated

8/30/2017



**Annual Report(2017)**

**0005917982**

Filing date: 8/30/2017

Filing time:

Volume Type

B

Volume

2391

Start page

2649

Pages

2

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8/30/2017



**Change of Business Address - Business Address  
Change**

**0005933530**

Filing date: 9/1/2017

Filing time:

Volume Type

B

Volume

2400

Start page

1628

Pages

1

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9/1/2017

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## Interim Notice - Interim Notice

**0005933533**

Filing date: 9/1/2017

Filing time:

Volume Type

B

Volume

2400

Start page

1633

Pages

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Date generated

9/1/2017

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## Annual Report(2018)

**0006204913**

Filing date: 6/21/2018

Filing time:

Volume Type

B

Volume

2551

Start page

2994

Pages

2

Date generated

6/21/2018



## **Change of Business Address - Business Address**

**Change**

**0006563642**

Filing date: 5/23/2019

Filing time:

Volume Type

E

Volume

30

Start page

538

Pages

1

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**Annual Report(2019)**

**0006669277**

Filing date: 10/30/2019

Filing time:

Volume Type

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Volume

259

Start page

92

Pages

2

Date generated

10/30/2019

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**Annual Report(2020)**

**0007160985**

Filing date: 2/16/2021

Filing time:

Volume Type

A

Volume

705

Start page

440

Pages

3

Date generated

2/16/2021

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**Annual Report(2021)**

**0009756801**

Filing date: 3/25/2022

Filing time: 12:11 PM

Volume Type

Volume

Start page

Pages

Date generated

3/25/2022

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**Annual Report(2022)**

**0010629462**

Filing date: 7/19/2022 Filing time: 07:38 AM

Volume Type

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Pages

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7/19/2022

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**Annual Report(2023)**

**0011387683**

Filing date: 5/8/2023 Filing time: 10:21 AM

Volume Type

Volume

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Pages

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## Annual Report(2024)

**0012216200**

Filing date: 5/3/2024      Filing time: 07:02 PM

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Volume

Start page

Pages

Date generated

5/3/2024

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## Annual Report(2025)

**0012914601**

Filing date: 4/21/2025      Filing time: 10:16 AM

Volume Type

Volume

Start page

Pages

Date generated

4/21/2025

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## Name History

None

## Trade Names

None

## Shares

5000 total shares

Shares Class: 0000005000

Shares

Value per share: \$10

Shares Class: NO DATA FROM CONVERSION

Shares

Value per share: \$



**Revolutionary FAR Overhaul Impacts to SAM.gov** Show Details  
*Aug 15, 2025*



**See All Alerts**

**Records Retention Policy Impacts Old SAM Registration Data** Show Details  
*May 21, 2025*



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All Words

e.g. 1606N020Q02


**Filter By**


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For more information on how to use our keyword search, visit our [help guide](#)

**Simple Search**


**Search Editor**

☐ Any Words 

☐ All Words 


☐ Exact Phrase 

e.g. 123456789, Smith Corp


"nero air conditioning" 

**Entity**

**Entity Name**

e.g. ABC Inc 

**Unique Entity ID**

e.g. HTYR9YJHK65L 

**CAGE / NCAGE**


Enter CAGE/NCAGE Code 

**Location**

Status

☒ Active

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Entity Information ^



All Entity Information

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Disaster Response Registry

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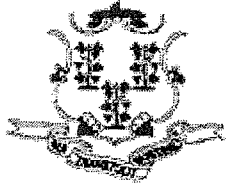
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State of Connecticut

## Lookup Detail View

### Name and Address

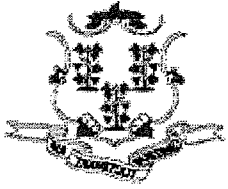
Name	DBA	Address
NERO AIR CONDITIONING HEATING & REFRIGERATION INC		334 STATE ST NORTH HAVEN, CT 06473-3108

### Registration Information

Registration	Registration Type	Issue Date	Expiration Date	Status
HIC.0626313	HOME IMPROVEMENT CONTRACTOR	04/01/2025	03/31/2026	ACTIVE

Generated on: 9/24/2025 4:39:40 PM





State of Connecticut

## Lookup Detail View

### Contact Information

Name	Address
Nero Air Conditioning Heating & Refrigeration	334 State Street North Haven, CT 06473

### Registration Information

Registration No.	Type	Apprentice Trade Program(s)	Effective Date	Expiration Date	Status	Status Reason
APSP.0001614	APPRENTICESHIP SPONSOR	Heating & Cooling Mechanic (S-2), Warm Air Heating & Cooling Mechanic (D-2)	07/01/2025	06/30/2026	ACTIVE	REGISTERED

Generated on: 9/24/2025 4:40:30 PM







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# Establishment Search

## Reflects inspection data through 09/22/2025

Use our establishment search to locate OSHA enforcement inspections by establishment name. You can also search by a specific inspection number or inspections within a specific industry using NAICS or SIC.

**You can now find citation information** for violations that Federal OSHA has cited.

For violation and citation results:

- Enter the establishment name in the "Establishment" box and select the "Search" button at the bottom;
- Select the Activity Number (inspection) in the search results;
- If a citation was issued, it will appear under "Violation Items"; and
- Select the "Citation ID" to view the details for that specific citation.

Continue to check back for updates, as citations or violations may be modified during the investigation process.

**⚠ Note:** Before using our establishment search, please read important information below on how to interpret the results.

Search By:

***Your search did not return any results.***

Enter an Establishment name, select an OSHA Office, or enter a Site Zip Code.

Establishment

nero air conditioning

*(This field can also be used to search for a State Activity Number for the following states: NC, SC, KY, OR, WA, IN (before April 2022) and AZ (after June 2021))*

State

All States ▾

Fed & State ▾

OSHA Office

All Offices ▾

Site Zip Code

Case Status

☒ All ☐ Closed ☐ Open

Violation Status ☒ All ☐ With Violations ☐ Without Violations

Inspection Date

Start Date September 23 2020

End Date September 23 2025

Search

Reset

### Can't find it?

For Wildcard search, use %

[Establishment Search Help](#)

[Search Basics and Search Syntax Examples](#)

## NOTE TO USERS

The Integrated Management Information System (IMIS) was designed as an information resource for in-house use by OSHA staff and management, and by state agencies which carry out federally-approved OSHA programs. Access to this OSHA work product is being afforded via the Internet for the use of members of the public who wish to track OSHA interventions at particular work sites or to perform statistical analyses of OSHA enforcement activity. It is critical that users of the data understand several aspects of the system in order to accurately use the information.

The source of the information in the IMIS is the local federal or state office in the geographical area where the activity occurred. Information is entered as events occur in the course of agency activities. Until cases are closed, IMIS entries concerning specific OSHA inspections are subject to continuing correction and updating, particularly with regard to citation items, which are subject to modification by amended citations, settlement agreements, or as a result of contest proceedings. THE USER SHOULD ALSO BE AWARE THAT DIFFERENT COMPANIES MAY HAVE SIMILAR NAMES AND CLOSE ATTENTION TO THE ADDRESS MAY BE NECESSARY TO AVOID MISINTERPRETATION.

The Integrated Management Information System (IMIS) is designed and administered as a management tool for OSHA to help it direct its resources. When IMIS is put to new or different uses, the data should be verified by reference to the case file and confirmed by the appropriate federal or state office. Employers or employees who believe a particular IMIS entry to be inaccurate, incomplete or out-of-date are encouraged to contact the OSHA field office or state plan agency which originated the entry.

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Occupational Safety and Health  
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1-800-321-6742  
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[Small Claims](#)

**SEARCH RESULT(S) FOR PARTY NAME NERO AIR CONDITIONING  
AS OF 9/24/2025.**

Select a column heading for sorting (i.e. **Party Name**)

<u>Party Name</u>	<u>Case Name</u>	<u>Docket No</u>	<u>Court</u>	<u>Party No</u>	<u>Pltf Def</u>
NERO AIR CONDITIONING, HEATING & REFRIGERATION, IN	NERO AIR CONDITIONING, HEATING & REFRIGERATION, IN vs. SCIASCIA ENTERPRISES, LLC	<u>SCC-672300</u>	New Haven JD	1	P

Displaying matches 1 through 1 of 1 total matches.

[Attorneys](#) | [Case Look-up](#) | [Courts](#) | [Directories](#) | [Educational Resources](#) | [E-Services](#) | [FAQ's](#) |  
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[Small Claims](#)

**CASE SEARCH RESULT(S) FOR DOCKET NUMBER SCC-672300  
AS OF 9/24/2025.**

**Case Summary**

**Case Caption : NERO AIR CONDITIONING, HEATING & REFRIGERATION, IN vs.  
SCIASCIA ENTERPRISES, LLC**

Court : New Haven JD

Docket No : SCC-672300

File Date : 07/20/2017

Answer Date : 08/10/2017

Last Hearing Date : --

Case Type : Contract - Other

Amount of Claim : \$3,514.08

Entry Fee : \$95.00

Last Hearing Reason : --

**Judgment  
Information**

**Magistrate :**

Disposition Date : 08/24/2017

Disposition : Transferred to Superior Court  
at New Haven

Damages Awarded : \$0.00

Entry Fee : \$0.00

Prejudgment Interest : \$0.00

Service Costs : \$0.00

:

Attorney's Fees : \$0.00

Other Costs : \$0.00

Payments Ordered :

First Payment Due :

Judgment Satisfied On:

**Total Amount of Judgment and Costs Awarded : \$0.00**

**Parties / Attorneys**

Party No	Party Name	Answer	Attorney Name & Address
1	NERO AIR CONDITIONING, HEATING & REFRIGERATION, IN		BILLER SACHS & ROBERT
Plaintiff			Juris No : 409077 46 S WHITTLESEY AVENUE WALLINGFORD , CT 06492
50	SCIASCIA ENTERPRISES, LLC	Denied	
Defendant			

**File Activity**

#	Date	Activity
1	07/21/2017	Def. Answer Notice Sent on 7/21/2017 -PPS
2	08/24/2017	Case Disposed on 8/24/2017 Outcome - Transferred to Superior Court at New Haven -PPS

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## MEMORANDUM

TO: Board of Commissioners (for HANH)

DATE: October 21, 2025

FROM: Shenae Draughn, President

RE: Resolution Authorizing The Housing Choice Voucher Payment Standard Schedule For FY25, for the period January 1, 2026 To December 31, 2026.

---

ACTION: Recommend that the Board of Commissioners adopt Resolution Number #10-70/25-R

TIMING: Immediately

DISCUSSION: Section 8 (c)(1) of the United States Housing Act of 1937 (USHA) requires the Secretary to publish Fair Market Rents (FMRs) periodically, but not less than annually, to be effective on October 1<sup>st</sup> of each year.

Per 24 CFR 982.503:

- (1) HUD publishes the fair Market rents for each area in the United States (See part 888 of this titles). The PHA must adopt a payment standard schedule that establishes voucher payment standard amounts for each of the FMR area in the PHA jurisdiction. For each FMR area, the PHA must establish payment standard amounts for each "unit size." Unit size is measured by number of bedrooms (zero-bedrooms, one-bedroom, and so on).
- (2) The payment standard amounts on the PHA schedule are used to calculate the monthly Housing Assistance payment for a family (\$982.505).
- (3) The PHA voucher payment standard schedule shall establish a single payment standard amount for each unit size. For each unit size, the PHA may establish a single payment standard amount for the whole FMR area or may establish a separate payment standard amount for each designated part of the FMR area.

The FMR for an area is the amount that would be needed to pay the gross rent (shelter rent plus utilities) of privately owned, decent, and safe rental housing of a modest (non-luxury) nature with suitable amenities.

A PHA may set its payment standard amounts from 100 to 110 percent of the published FMRs and may set them higher or lower with HUD Approval

The proposed Voucher Payment Standard will be set at 100 percent of the FY26 FMRs for 1–8 bedrooms, with the exception of the 0-bedroom. ECC's Voucher Payment Standard for FY25 is currently \$1,421 for a 0-bedroom unit. Although the FY26 FMR for a 0-bedroom is \$1,372, reducing the VPS would not be required under HUD regulations since the current amount equals 103.6% of the FY26 FMR

and therefore remains within the allowable 90–110% range. For this reason, ECC proposes to maintain the 0-bedroom VPS at \$1,421 to avoid reducing assistance levels for efficiency units. With the exception of the non-impacted areas (which are set at 120%) and hard to located units such as accessible and larger bedroom size units, which may be set up to 150% as approved in HANH’s Moving to work (MTW) Plan.

The final FY2026 FMR’s have increased in accordance with the chart below.

	0BR	1BR	2BR	3BR	4BR	5BR	6BR	7BR	8BR
2025 FMR	\$1,421	\$1,529	\$1,867	\$2,319	\$2,618	\$3,010	\$3,403	\$3,796	\$4,188
2026 FMR	\$1,372	\$1,591	\$1,969	\$2,433	\$2,872	\$3,303	\$3,734	\$4,164	\$4,595
Difference	-3.45%	4.05%	5.46%	4.91%	9.70%	9.74%	9.74%	9.72%	9.72%

	0BR	1BR	2BR	3BR	4BR	5BR	6BR	7BR	8BR
2025 VPS	\$1,421	\$1,580	\$1,867	\$2,319	\$2,618	\$3,010	\$3,403	\$3,796	\$4,188
2026 VPS	\$1,421	\$1,591	\$1,969	\$2,433	\$2,872	\$3,303	\$3,734	\$4,164	\$4,595
Difference	0%	0.70%	5.46%	4.91%	9.70%	9.74%	9.74%	9.72%	9.72%

Per 24 CFR982.505

(3) Decrease in the payment standard amount during the HAP contract term. If the amount on the payment standard schedule is decreased during the term of the HAP contract, the PHA is not required to reduce the payment standard amount used to calculate the subsidy for the families under HAP contract for as long as the HAP contract remains in effect.

(i) If the PHA chooses to reduce the payment standard for the families currently under HAP contract during the HAP contract term in accordance with their administrative plan, the initial reduction to the payment standard amount used to calculate the monthly housing assistance payment for the family may not be applied any earlier than the effective date of the family's second regular reexamination following the effective date of the decrease in the payment standard amount.

SOURCE OF FUNDS: HCV MTW Funds

STAFF: Coreen Toussaint  
Sr. Vice President of HCV & Operations

**HOUSING AUTHORITY OF THE CITY OF NEW HAVEN (d/b/a Elm City Communities)**  
**RESOLUTION #10-70/25-R**

**Resolution Authorizing The Housing Choice Voucher Payment Standard Schedule For FY25**  
**For the Period January 1, 2026 To December 31, 2026**

---

WHEREAS, Section 8(c)(1) of the United States Housing Act of 1937 (USHA) requires the Secretary to publish Fair Market Rents (FMRs) periodically, but not less than annually, adjusted to be effective on October 1 of each year; and

WHEREAS, per 24 CFR 982.503, HUD publishes the fair market rents for each market area in the United states and the PHA must adopt a payment standard schedule that establishes voucher payment standard amounts for each FMR area in the PHA jurisdiction; and

WHEREAS, for each FMR area, the PHA must establish payment standard amounts for each "unit size." Unit size is measured by number of bedrooms (zero-bedroom, one-bedroom, and so on); and

WHEREAS, Voucher payment standards are used to calculate the Housing assistance payment (HAP) that HANH pays to the owner on behalf of the family leasing the unit; and

WHEREAS, a PHA may set its payment standard amounts from 103 percent to 110 percent of the published FMRS, and may set them higher or lower with HUD approval; and

WHEREAS, the proposed Voucher Payment Standard will be set at 100 percent of the FY26 FMRs for 1–8 bedrooms, with the exception of the 0-bedroom which will remain at \$1,421, representing 103.6% of the FY26 FMR (\$1,372), and therefore within the allowable band. Non-impacted areas remain set at 120%, and hard-to-locate units such as accessible and larger bedroom sizes may be set up to 150% as approved in HANH’s Moving to Work (MTW) Plan..

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:

1. The Payment standard as set forth hereinbelow for the period of January 1, 2026 until December 31, 2026 be and hereby is authorized and directed; and

	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>		<b>6BR</b>	<b>7BR</b>		<b>8BR</b>	
2026 VPS	\$1,421	\$1,591	\$1,969	\$2,433	\$2,872	\$3,303		\$3,734	\$4,164		\$4,595	2026 VPS

2. The President be and hereby is authorized, empowered and directed to take any and all such action necessary and appropriate to fulfill the foregoing purposes, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing the Utility Allowance Schedule for the Section 8 Housing Choice Voucher Program to include Tenant Based Vouchers (TBV), Project Based Vouchers (PBV), Low Income Housing Tax Credit Properties (LIHTC) and Rental Assistance Demonstration Properties (RAD/PBV) for the period January 1, 2026, through December 31, 2026

---

**ACTION:** Recommend that the Board of [Commissioners/Directors] adopt Resolution Number #10-71/25-R

**TIMING:** Immediately

**DISCUSSION:** HUD regulations (24 CFR CH. IX, 982.517 Utility Allowance schedule) direct housing authorities to develop and provide utility allowances schedules to HCVP participants. Schedules are reviewed annually and updated as appropriate.

The new Housing Choice Voucher Utility Allowances will be effective on January 1, 2026.

Zappling conducted a utility allowance study for natural gas, oil, electricity, water and sewage usage for all housing types. The housing types are:

- Detached houses (single family/detached) – A stand alone, unattached structure designed to accommodate one family.
- Apartment (elevator/low-rise or high-rise) – A structure three/four stories in which an elevator is provided.
- Duplex/Rowhouse/Townhouse - An apartment where a single family resides on two or more floors, within a structure of two or more connecting units, i.e living, and kitchen area are on main level and bedrooms/bathroom on upper level or a structure containing three or more living units separated only by vertical walls.
- Garden/Walk-Up – (Garden) An apartment development of two or more three-story, walk-up structures built in a garden like setting; customarily a suburban or rural-urban fringe development or (Walk-up) A multi-level low-rise structure containing two or more living units, in which housing units are separated by a ceiling/floor from other housing units or mixed use i.e. a multi-family house.
- Manufactured – Any site with facilities suitable for parking two or more mobile homes semi-permanently.

The Utility Allowance applies to all Housing Choice Voucher/Section 8 (HCV) Program participants.

HANH's utility allowance is for: Heating, Cooking, Other Electric, Water Heating, Natural Gas and Electricity Monthly Fee, air conditioning, water and sewage (when applicable.) This includes whether the service is Natural Gas, Oil or Electric with or without a Heat Pump.

Per CFR 982.517, section (4)(c) entitled Revisions of utility allowance schedule, (1) a PHA must review its schedule of utility allowance each year and must revise its allowance for a utility category if there has been a change of 10 percent or more in the utility rate since the last time the utility allowance schedule was revised. However, ECC can revise the utility allowance for a change less than 10%.

The study showed that there were changes from between 2024 and 2025. The following changes occurred to the utility rates:

- Electricity - The rate per kWh decreased by 3.05%
- Natural Gas – Southern Connecticut Gas, the natural gas supplier for the city of New Haven, charges separate rates for customers who have natural gas heating. Customers who do not use natural gas for heating are charged according to schedule RSG, and customers who do not use natural gas for heating are charged according to schedule RSH. Schedule RSG saw an increase in usage fees by 6.9%, Schedule RSH saw an increase of 4.49% for the first usage tier and 2.65% for the second usage tier.
- Oil – decreased by -10.52% since the last year. Zapping based calculation on a historical average of weekly residential heating oil prices from the energy information administration.
- Water – For 2025, the greater New Haven Water Pollution Control Authority's monthly administrative fee and usage charge have increased by 3.96%
- Sewer – The monthly administrative fee and fee charge increased by 3.92%

*Pursuant to HUD regulations, the foregoing changes must be authorized by the Board of Commissioners prior to execution, and HANH staff is recommending that the Board of Commissioners adopt the above resolution to provide an adjustment to the utility allowances to residents that participate in the Housing Choice Voucher Program to begin January 1, 2026 to December 31, 2026.*

SOURCE OF FUNDS: HCV MTW Funds

STAFF: Coreen Toussaint  
Sr. Vice President of HCV and Operations

**HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**  
**(d/b/a Elm City Communities)**  
**RESOLUTION #10-71/25-R**

**RESOLUTION AUTHORIZING THE UTILITY ALLOWANCE SCHEDULE FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM TO INCLUDE TENANT BASED VOUCHERS (TBV), PROJECT BASED VOUCHERS (PBV), LOW INCOME HOUSING TAX CREDIT PROPERTIES (LIHTC) AND RENTAL ASSISTANCE DEMONSTRATION PROPERTIES (RAD/PBV) FROM JANUARY 1, 2026, THROUGH DECEMBER 31, 2026**

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WHEREAS, HUD regulations (24 CFR CH. IX, 982.517 Utility Allowance schedule) direct housing authorities to develop and provide utility allowances schedules to HCVP participants; and

WHEREAS, the utility allowance schedule should be reviewed annually and updated; and

WHEREAS, the utility allowance applies to all Section 8 participants; and

WHEREAS, according to CFR 982.517, section (4)(c) Revisions of utility allowance schedule, (1) a PHA must review its schedule of utility allowance each year, and must revise its schedule for utility allowance if there has been a change of 10% or more in the utility rate since the last time the utility allowance schedule was revised and can revise the utility allowance if there is a change of less than 10%; and

WHEREAS, HUD recently released an updated version of the Utility Schedule Model to reflect new weather data and allowance calculations; and

WHEREAS, a The study showed that there were changes from between 2024 and 2025. The following changes occurred to the utility rates: Electricity - The rate per kWh decreased by 3.05%. Natural Gas – Southern Connecticut Gas, the natural gas supplier for the city of New Haven, charges separate rates for customers who have natural gas heating. Customers who do not use natural gas for heating are charged according to schedule RSG, and customers who do not use natural gas for heating are charged according to schedule RSH. Schedule RSG saw an increase in usage fees by 6.9%, Schedule RSH saw an increase of 4.49% for the first usage tier and 2.65% for the second usage tier. Oil – decreased by -10.52% since the last year. Zapping based calculation on a historical average of weekly residential heating oil prices from the energy information administration. Water – For 2025, the greater New Haven Water Pollution Control Authority's monthly administrative fee and usage charge have increased by 3.96%. Sewer – The monthly administrative fee and fee charge increased by 3.92%; and

WHEREAS, the attached Utility Allowance schedules are for the HANH Tenant Based (TBV) and Project Based (PBV) vouchers and the HANH owned tax credit (LIHTC) properties, and the RAD/PBV properties.

[BOARD ACTION FOLLOWS]

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

1. The proposed schedules for Utility Allowances, for the Housing Choice Voucher Program for the HANH Tenant Based (TBV) and Project Based (PBV) vouchers and the HANH owned tax credit (LIHTC) properties and the RAD/PBV properties as set forth in the recitals hereinabove, for the period January 1, 2026 through December 31, 2026 be and hereby is authorized and directed; and
2. The President be and hereby is authorized, empowered and directed to take any and all such action necessary and appropriate to fulfill the foregoing purposes, [and to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes,] and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner



**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
	Other						
Cooking	Natural Gas						
	Bottled Gas						
	Electric						
	Other						
Other Electric							
Air Conditioning							
Water Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
Refrigerator							
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating" and "Water Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

**Determining Allowances:** In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDUser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance.

**OMB Burden Statement:** The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information collected is required to determine the amount of utility allowance necessary to calculate the family's tenant portion. Assurances of confidentiality are not provided under this collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

**Privacy Notice:** The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). The information collected specifies which utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. The Personally Identifiable Information (PII) data collected on this form are not stored or retrieved within a system of record.

**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

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	Electric – Heat Pump						
	Fuel Oil						
	Other						
Cooking	Natural Gas						
	Bottled Gas						
	Electric						
	Other						
Other Electric							
Air Conditioning							
Water Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
Refrigerator							
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating" and "Water Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

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**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

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	Electric – Heat Pump						
	Fuel Oil						
	Other						
Cooking	Natural Gas						
	Bottled Gas						
	Electric						
	Other						
Other Electric							
Air Conditioning							
Water Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
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<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
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Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		

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**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

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Heating	Natural Gas							
	Bottled Gas							
	Electric							
	Electric – Heat Pump							
	Fuel Oil							
	Other							
Cooking	Natural Gas							
	Bottled Gas							
	Electric							
	Other							
Other Electric								
Air Conditioning								
Water Heating	Natural Gas							
	Bottled Gas							
	Electric							
	Electric – Heat Pump							
	Fuel Oil							
Water								
Sewer								
Trash Collection								
Other – specify								
Range/Microwave								
Refrigerator								
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Unit Address					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
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	Electric – Heat Pump							
	Fuel Oil							
	Other							
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	Electric							
	Other							
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Water								
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Trash Collection								
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Range/Microwave								
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Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
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	Bottled Gas						
	Electric						
	Other						
Other Electric							
Air Conditioning							
Water Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
Refrigerator							
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
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					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
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					Other			
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Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
Refrigerator							
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
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**Privacy Notice:** The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). The information collected specifies which utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. The Personally Identifiable Information (PII) data collected on this form are not stored or retrieved within a system of record.

**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
	Other						
Cooking	Natural Gas						
	Bottled Gas						
	Electric						
	Other						
Other Electric							
Air Conditioning							
Water Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
Refrigerator							
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating" and "Water Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

Determining Allowances: In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDUser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance.

**OMB Burden Statement:** The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information collected is required to determine the amount of utility allowance necessary to calculate the family's tenant portion. Assurances of confidentiality are not provided under this collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

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## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing the Utility Allowance Schedule for the Low-Income Public Housing (LIPH) Program for Westville Manor, Scattered Site, Quinnipiac Terrace, Brookside Estates, William T. Rowe, and Rockview I for the Period January 1, 2026 to December 31, 2026

---

**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number #10-72/25-R

**TIMING:** Immediately

**DISCUSSION:** HUD regulations (24 CFR CH. IX, Subpart E, sections 965.501 through 965.508 Resident Allowance for Utilities) direct housing authorities to develop and provide utility allowances to public housing residents where utility metering is provided to individual dwelling units. The schedules are to be reviewed annually and updated as appropriate.

In 2025, Zapping conducted a utility allowance study for electricity usage in several HANH developments. The development was Westville Manor. The utility allowance study was also conducted by housing type for and applies to Scattered Site.

The methodology used for the study was the Community Average Method, in which Zapping obtained residential utility consumption in the form of regional data in US DOE RECS database.

HANH's utility allowance is for: Heating, Cooking, Other Electric, Water Heating, Natural Gas, Electricity Monthly Fee, air conditioning, water and sewage (when applicable). This includes whether the service is Natural Gas, Oil or Electric with or without a Heat Pump.

The study showed changes between 2024 and 2025. The following changes occurred to the utility rates:

- Electricity - The rate per kWh decreased by 3.05%
- Natural Gas – Southern Connecticut Gas, the natural gas supplier for the city of New Haven, charges separate rates for customers who have natural gas heating. Customers who do not use natural gas for heating are charged according to schedule RSG, and customers who do not use natural gas for heating are charged according to schedule RSH. Schedule RSG saw an increase in usage fees by 6.9%, Schedule RSH saw an

increase of 4.49% for the first usage tier and 2.65% for the second usage tier.

- Oil – decreased by -10.52% since the last year. Zappling based calculation on a historical average of weekly residential heating oil prices from the energy information administration.
- Water – For 2025, the greater New Haven Water Pollution Control Authority's monthly administrative fee and usage charge have increased by 3.96%
- Sewer – The monthly administrative fee and fee charge increased by 3.92%

According to 24 CFR 965.507, entitled "Annual review", the PHA shall review at least annually the basis on which utility allowances have been established and, if reasonably required to continue adherence to the standards stated in sec. 965.505 (standards for allowance for utilities), shall establish revised allowances.

The review shall include all changes in circumstances (including completion of modernization and/or other energy conservation measures implemented by the PHA) indicating probability of a significant change in reasonable consumption requirements and changes in utilities.

(a) Revision as a result of rate charges. The PHA may revise its allowances for resident purchased utilities between annual reviews if there is a rate change (including fuel adjustments and shall be required to do so if change, by itself or together with prior rate changes not adjusted for, results in a change of 10 percent or more from the rates on which such allowances were based.

According to 24 CFR 965.503, Elm City Communities is required to give residents notice of the proposed utility allowance, not less than 60 days before the proposed effective date of the utility allowance. Notice will be sent to residents by November 1, 2025. ECC is also required to make the allowances and back up documentation available for inspection and shall provide all residents with an opportunity to submit written comments for a period expiring not less than 30 days before the proposed effective date. The effective date for the proposed allowance will be January 1, 2026.

The results indicate the following utility allowances should be adopted:

Westville Manor – Duplex, Rowhouse, Townhouse (HANH managed)  
Resident pays electricity  
Bedroom size

1	2	3	4	5
\$181	\$229	\$277	\$324	\$369

Scattered Sites- Single Family, Garden Walk-up, Duplex, Rowhouse and  
Townhouse (HANH managed)

Resident pays electricity, gas and or oil

Bedroom Size

1

2

3

4

5

(See attached utility allowance schedule)

William T. Rowe – High Rise/Apartment

Resident pays electricity

Bedroom size

0

1

2

(See attached Utility allowance schedule)

HANH staff recommends authorization of the foregoing.

SOURCE OF FUNDS: LIPH Funds

STAFF:

Coreen Toussaint

Sr. Vice President of HCV and Operations

**[HOUSING AUTHORITY OF THE CITY OF NEW HAVEN  
(d/b/a Elm City Communities)**

**RESOLUTION #10-72/25-R**

**RESOLUTION AUTHORIZING THE UTILITY ALLOWANCE SCHEDULE FOR THE LOW-INCOME PUBLIC HOUSING (LIPH) PROGRAM FOR WESTVILLE MANOR, SCATTERED SITE, QUINNIPIAC TERRACE, BROOKSIDE ESTATES, WILLIAM T. ROWE, AND ROCKVIEW I FOR THE PERIOD JANUARY 1, 2026 TO DECEMBER 31, 2026**

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WHEREAS, HUD regulations (24 CFR CH. IX, Subpart E, sections 965.501 through 965.508 Resident Allowance for Utilities) direct housing authorities to develop and provide utility allowances to public housing residents where utility metering is provided to individual dwelling units; and

WHEREAS, the schedules are to be reviewed annually and updated as appropriate; and

WHEREAS, in 2025, Zappling conducted a utility allowance study for electricity usage in several HANH developments, including Westville Manor; and

WHEREAS, the utility allowance study was also conducted by housing type for and applies to Scattered Site; and

WHEREAS, the methodology used for the study was the Community Average Method, in which Zappling obtained residential utility consumption in the form of regional data in US DOE RECS database; and

WHEREAS, HANH's utility allowance is for: Heating, Cooking, Other Electric, Water Heating, Natural Gas, Electricity Monthly Fee, air conditioning, water and sewage (when applicable), and includes whether the service is Natural Gas, Oil or Electric with or without a Heat Pump; and

WHEREAS, the study showed changes between 2024 and 2025. The following changes occurred to the utility rates: Electricity - The rate per kWh decreased by 3.05%, Natural Gas – Southern Connecticut Gas, the natural gas supplier for the city of New Haven, charges separate rates for customers who have natural gas heating. Customers who do not use natural gas for heating are charged according to schedule RSG, and customers who do not use natural gas for heating are charged according to schedule RSH. Schedule RSG saw an increase in usage fees by 6.9%, Schedule RSH saw an increase of 4.49% for the first usage tier and 2.65% for the second usage tier. Oil – decreased by -10.52% since the last year. Water – For 2025, the greater New Haven Water Pollution Control Authority's monthly administrative fee and usage charge increased by 3.96%. Sewer – The monthly administrative fee and fee charge increased by 3.96%; and

WHEREAS, According to 24 CFR 965.507, Annual review. The PHA shall review at least annually the basis on which utility allowances have been established and, if reasonably required to continue adherence to the standards stated in sec. 965.505 (standards for allowance for utilities), shall establish revised allowances; and

WHEREAS, The review shall include all changes in circumstances (including completion of modernization and/or other energy conservation measures implemented by the PHA) indicating probability of a significant change in reasonable consumption requirements and changes in utilities; and



WHEREAS, according to 24 CFR 965.503, the Housing Authority of the City of New Haven is required to give residents notice of the proposed allowance revision not less than 60 days before the proposed effective date of the revision; and

WHEREAS, the revised schedules shall apply to Westville Manor (electricity only), Scattered Site, and William T. Rowe.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:

1. The proposed Utility Allowance schedules, for the Low-Income Public Housing at Westville Manor, and Scatter Site for the period January 1, 2026 through December 31, 2026 and as set forth in the recitals hereinabove be and hereby is approved , authorized and directed; and
2. The President be and hereby is authorized, empowered and directed to take any and all such action necessary and appropriate to fulfill the foregoing purposes, to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.
- 4.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA		Unit Type					Date (mm/dd/yyyy)
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
	Other						
Cooking	Natural Gas						
	Bottled Gas						
	Electric						
	Other						
Other Electric							
Air Conditioning							
Water Heating	Natural Gas						
	Bottled Gas						
	Electric						
	Electric – Heat Pump						
	Fuel Oil						
Water							
Sewer							
Trash Collection							
Other – specify							
Range/Microwave							
Refrigerator							
<b>Actual Family Allowances</b> – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

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Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating" and "Water Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

**Determining Allowances:** In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDUser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance.

**OMB Burden Statement:** The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information collected is required to determine the amount of utility allowance necessary to calculate the family's tenant portion. Assurances of confidentiality are not provided under this collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

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**Utility Allowance Schedule**

See Public Reporting and Instructions on back.

**U.S Department of Housing and****Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

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Sewer								
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					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
Unit Address					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

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## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** **AUTHORIZATION EXTENDING THE TERM OF THE CONTRACT WITH M.A.C. COMPUTER CONSULTING, INC. FOR 2 MONTHS EXTENDING THE CONTRACT TERMINATION DATE TO FEBRUARY 28, 2026 AND INCREASING THE TOTAL NOT TO EXCEED CONTRACT AMOUNT BY \$125,000.00 BRINGING THE TOTAL CONTRACT AMOUNT TO \$374,955.**

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number # **10-73 /25-R**

**TIMING:** Upon Approval of the Board of Commissioners

**DISCUSSION:**

ECC/HANH entered into contract AD-24-C-948 with M.A.C. Computer Consulting, Inc. on 1/1/2025, expiring 12/31/2025 to provide Project Management services for the Elite to Yardi conversion.

This resolution is seeking to acquire additional funds to contract AD-24-C-948 (purchase order 419) with M.A.C. Computer Consulting, Inc., in the amount of \$125,000.00 and a 2 month extension to the expiration date which would extend the expiration date to 2/28/2026.

Because of the short implementation timeline, ECC was unable to complete the solicitation for a gap analysis between Elite, YARDI, and operations; consequently, the gap analysis was incorporated into the project management. Based on this analysis, there were many areas such as affordable housing (tax credit), waitlist management, finance, etc. that had significant gaps. To close those gaps, test the solution, and train ECC users, M.A.C. is investing more time than originally planned.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

ECC/ HANH staff is recommending that the Board of Commissioners approve the additional funds award to M.A.C. Computer Consulting, Inc. in the amount of \$125,000.00 and a total contract amount of \$374,955 and a 2-month extension to 2/28/2026.

FISCAL IMPACT: \$125,000.00 in Operating Funds available

STAFF: Donna Piccirilli, VP Information Technology/CIO

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION 10-73/25-R**

**AUTHORIZATION EXTENDING THE TERM OF THE CONTRACT WITH M.A.C. COMPUTER CONSULTING, INC.  
FOR 2 MONTHS EXTENDING THE CONTRACT TERMINATION DATE TO FEBRUARY 28, 2026 AND  
INCREASING THE TOTAL NOT TO EXCEED CONTRACT AMOUNT BY \$125,000.00 BRINGING THE TOTAL  
CONTRACT AMOUNT TO \$374,955**

WHEREAS, ECC/HANH entered into contract AD-24-C-948 with M.A.C. Computer Consulting, Inc. on 1/1/2025, expiring 12/31/2025 to provide Project Management services for the Elite to Yardi conversion; and

WHEREAS, This resolution is seeking authorization of additional funds to contract AD-24-C-948 (purchase order 419) in the amount of \$125,000.00 and a 2 month extension to the expiration date of the contract which would extend the expiration date to 2/28/2026; and

WHEREAS, In accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

1. The increase in the contract amount by \$125,000, bringing the total not to exceed contract amount to \$374,955, and the extension of the contract termination date to 2/28/2026, to the contract with M.A.C. Computer Consulting, Inc., be and hereby is authorized and directed, including the expenditure of such amount; and
2. The Executive Director be and hereby is authorized, empowered, and directed to execute and deliver such agreements, documents and instruments, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.

[CERTIFICATION FOLLOWS]



I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn, President

\_\_\_\_\_  
Date

REVIEWED:  
McCarter & English, LLP  
General Counsel

By: \_\_\_\_\_  
Rolan Joni Young, Esq, Esq  
A Partner



Housing Authority of New Haven

## **Contract Change Order Request**

**Date:**

**Amendment # or Change Order #**

**Purchase Order Number:**

**Contractor Name:**

**Contract Services:**

**Contract Change Order Request: Please detail request below**

Original Contract Amount \$

Contract Change Order Amount \$

Revised Contract Amount \$

Approved

Denied:

Reason:

**We hereby agree to the above information to be added/deleted to the original contract.**

Project Manager Signature:

Department Head Signature:

(If required)

President: \_\_\_\_\_ (If required)

Shenae Draughn

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing Award of a Contract to ENGIE Energy to procure electricity for a period of One (1) Year in the total not to exceed Contract Amount of \$710,000.00.

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number #10-74/25-R

**TIMING:** Immediately

**BACKGROUND:** The Housing Authority of the City of New Haven (HANH) identified a need for energy efficiency and development of an energy procurement and consumption strategy. HANH's utility consultant, NUENERGEN, conducted a competitive procurement to identify an electricity provider to provide a competitive and cost-effective rate. They received four (4) responses and upon completion of the review and evaluations of proposals, it was determined that ENGIE Energy had submitted the most responsive proposal to provide the lowest rate of \$xxx per MWH. This contract will be for the benefit of HANH as well as the tax credit sites managed by 360 Management and owned by HANH's affiliated entities. It is estimated that this contract will result in electricity costs of approximately \$710,000/year.

In accordance with Resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

We request Board of Commissioners authorization to award a contract to ENGIE Energy for a period of one (1) year in the total not to exceed Contract Amount of \$710,000.00.

**FISCAL IMPACT:** \$710,000.00/year operating funds

**STAFF:** Jack Rafferty – Sr. VP Finance, IT & Administration

**Housing Authority of the City of New Haven  
ELM CITY COMMUNITIES**

**RESOLUTION #10-74/25-R**

**RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO ENGIE ENERGY TO PROCURE  
ELECTRICITY FOR A PERIOD OF ONE (1) YEAR IN THE TOTAL NOT TO EXCEED CONTRACT  
AMOUNT OF \$710,000.00**

**WHEREAS**, the Housing Authority of the City of New Haven (HANH) identified a need for energy efficiency and development of an energy procurement and consumption strategy; and

**WHEREAS**, HANH's utility consultant, NUENERGEN, conducted a competitive procurement to identify an electricity provider to provide a competitive and cost-effective rate, received four (4) responses and upon completion of the review and evaluations of proposals, it was determined that ENGIE Energy had submitted the most responsive proposal to provide the lowest rate of \$xxx per MWH.

**WHEREAS**, This contract will be for the benefit of HANH as well as the tax credit sites managed by 360 Management and owned by HANH's affiliated entities; and

**WHEREAS**, it is estimated that this contract will result in electricity costs of approximately \$710,000/year; and

**WHEREAS**, in accordance with Resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution; and

**WHEREAS**, HANH staff requests Board of Commissioners authorization to award a contract to ENGIE Energy for a period of one (1) year in the total not to exceed Contract Amount of \$710,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE. BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, that:**

1. The award of a contract to ENGIE Energy for a period of one (1) year in the not to exceed contract amount of \$710,000.00 be and hereby is authorized and directed, including the expenditure of such amount; and
2. The President be and hereby is authorized, empowered and directed to execute and deliver such documents, agreements and instruments, and to take any and all ancillary and related actions necessary to fulfill the foregoing; and such action and execute such documents as necessary to effectuate the terms and conditions of this Resolution; and

3. This Resolution shall take effect immediately

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By:\_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing Award Of A One Year Contract With Four One Year Options To Renew To McCarter & English, LLP And Its Joint Venture (Berchem Moses, PC, Reno & Cavanaugh PLLC, And Pullman & Comley, LLC) For Outside Legal Services

---

**ACTION:** Recommend that the Board of [Commissioners/Directors] adopt Resolution Number #**10-75/25-R**

**TIMING:** Effective November 1, 2025

**DISCUSSION:** The Housing Authority of the City of New Haven (HANH), has determined the need to procure a contract for outside legal services which cover four primary areas – General Counsel, Labor Counsel, Fraud & Litigation, and Real Estate Development Services. These services will be for HANH, The Glendower Group and its affiliates and 360 Management.

HANH conducted a competitive procurement and McCarter & English, LLP and its joint venture member provided the most responsive bid. This is a one year contract with four one year options to renew with a total not to exceed value of \$5,532,480.

In accordance with resolution 10-129/18-R of the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all contracts greater than \$150,000.00 inclusive of all optional years and all change orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

**FISCAL IMPACT:** \$ 5,532,480

**SOURCE OF FUNDS:** Operating Funds

**STAFF:** John Rafferty  
Senior VP Finance, IT & Administration

**HOUSING AUTHORITY OF THE CITY OF NEW HAVEN  
(d/b/a Elm City Communities)**

**RESOLUTION #10-75/25-R**

**Resolution Authorizing Award Of A One Year Contract With Four One Year Options To Renew To  
McCarter & English, LLP And Its Joint Venture (Berchem Moses, PC, Reno & Cavanaugh PLLC, And  
Pullman & Comley, LLC) For Outside Legal Services**

---

WHEREAS, the Housing Authority of the City of New Haven (HANH), has determined the need to procure a contract for outside legal services which cover four primary areas – General Counsel, Labor Counsel, Fraud & Litigation, and Real Estate Development Services. These services will be for HANH, The Glendower Group and its affiliates and 360 Management; and

WHEREAS, HANH conducted a competitive procurement and McCarter & English, LLP and its joint venture members provided the most responsive bid; and

WHEREAS, HANH, wishes to award a one year contract with five one year options to renew with a total not to exceed value of \$5,532,480.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:

1. The award of a one year contact with four one year options to renew, with a total not to exceed value of \$5,532,480 to McCarter & English, LLP and its joint venture partners for legal services be and hereby is authorized and directed, including ; and
2. The President be and hereby is authorized, empowered and directed to take any and all such action necessary and appropriate to fulfill the foregoing purposes, to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date



## Price Proposal

Joint Venture Law Firms



1. McCarter & English, LLP

**Cost Proposal Sheet**

<b>General Counsel</b>							
	<b>Months</b>		<b>Cost (Year 1)</b>	<b>Cost (Year 2)</b>	<b>Cost (Year 3)</b>	<b>Cost (Year 4)</b>	<b>Cost (Year 5)</b>
(fixed fee)							
Monthly rate	12		\$ \$25,000	\$ \$26,000	\$ \$27,000	\$ \$28,000	\$ \$29,000
<b>Labor Counsel</b>							
	<b>Hours per month</b>	<b>Months</b>	<b>\$760 hourly</b>	<b>\$795 hourly</b>	<b>\$835 hourly</b>	<b>\$875 hourly</b>	<b>\$915 hourly</b>
			\$15,200 monthly	\$15,900 monthly	\$16,700 monthly	\$17,500 monthly	\$18,300 monthly
Hourly Rate	20	12	\$ \$182,400 yearly	\$ \$190,800 yearly	\$ \$200,400 yearly	\$ \$210,000 yearly	\$ \$219,600 yearly
<b>Fraud and Litigation</b>							
	<b>Hours per month</b>	<b>Months</b>	<b>\$760 hourly</b>	<b>\$795 hourly</b>	<b>\$835 hourly</b>	<b>\$875 hourly</b>	<b>\$915 hourly</b>
			\$6,080 monthly	\$6,360 monthly	\$6,680 monthly	\$7,000 monthly	\$7,320 monthly
Hourly rate	8	12	\$ \$72,960 yearly	\$ \$76,320 yearly	\$ \$80,160 yearly	\$ \$84,000 yearly	\$ \$87,840 yearly
<b>Real Estate Development</b>							
	<b>Hours per month</b>	<b>Month</b>	<b>\$760 hourly</b>	<b>\$795 hourly</b>	<b>\$835 hourly</b>	<b>\$875 hourly</b>	<b>\$915 hourly</b>
			\$38,000 monthly	\$39,750 monthly	\$41,750 monthly	\$43,750 monthly	\$45,750 monthly
Hourly rate	50	12	\$ \$456,000 yearly	\$ \$477,000 yearly	\$ \$501,000 yearly	\$ \$525,000 yearly	\$ \$549,000 yearly
<b>Grand Total</b>			\$ \$84,280 monthly \$1,011,360	\$ \$88,010 monthly \$1,056,120 yearly	\$ \$92,130 monthly \$1,105,560 yearly	\$ \$96,250 monthly \$1,155,000 yearly	\$ \$100,370 monthly \$1,204,440 yearly

\*Please note that Grand Total numbers above are solely illustrative based on maximum hours and are not an indication of the likely hours annually for each subject area.

**Please see next page additional details concerning our pricing proposal.**

The rates offered in the pricing table above provide a discount off of our standard hourly rates, which are already lower than our peer firms, according to industry legal benchmarking tools such as Thomson Reuter's Peer Monitor and Wells Fargo's Legal Specialty report. For example, The standard hourly rates of our team proposed in our RFP submission range from \$1,200/hour for the most senior attorney to \$490 for the most junior associate. Rolan Joni Young's standard hourly rate is \$825.

Rolan Joni Young  
Name

Signature

Date

## 2. Berchem Moses PC

**Cost Proposal Sheet Berchem Moses PC**

<b>General Counsel</b>							
	Months		Cost (Year 1)	Cost (Year 2)	Cost (Year 3)	Cost (Year 4)	Cost (Year 5)
Monthly rate	12		\$	\$	\$	\$	\$
<b>Labor Counsel</b>							
	Hours per month	Months					
Hourly Rate	20	12	\$400 / Partners \$325 / Associates \$175 Paralegals	\$410 / Partners \$335 / Associates \$185 Paralegals	\$420 / Partners \$345 / Associates \$195 / Paralegals	\$430 / Partners \$355 / Associates \$205 Paralegals	\$440 / Partners \$365 / Associates \$215 Paralegals
<b>Fraud and Litigation</b>							
	Hours per month	Months					
Hourly rate	8	12	\$400 / Partners \$325 / Associates \$175 Paralegals	\$410 / Partners \$335 / Associates \$185 Paralegals	\$420 / Partners \$345 / Associates \$195 / Paralegals	\$430 / Partners \$355 / Associates \$205 Paralegals	\$440 / Partners \$365 / Associates \$215 Paralegals
<b>Real Estate Development</b>							
	Hours per month	Month					
Hourly rate	50	12	\$	\$	\$	\$	\$
<b>Grand Total</b>			\$	\$	\$	\$	\$

Richard J. Butera

Name



Signature

8/19/2025

Date

### 3. Reno & Cavanaugh, PLLC

**Cost Proposal Sheet**

<b>General Counsel</b>							
	<b>Months</b>		<b>Cost (Year 1)</b>	<b>Cost (Year 2)</b>	<b>Cost (Year 3)</b>	<b>Cost (Year 4)</b>	<b>Cost (Year 5)</b>
Monthly rate	12		\$	\$	\$	\$	\$
<b>Labor Counsel</b>							
	<b>Hours per month</b>	<b>Months</b>					
Hourly Rate	20	12	\$	\$			
<b>Fraud and Litigation</b>							
	<b>Hours per month</b>	<b>Months</b>					
Hourly rate	8	12	\$	\$	\$	\$	\$
<b>Real Estate Development</b>							
	<b>Hours per month</b>	<b>Month</b>					
Hourly rate	50	12	\$	\$	\$	\$	\$
<b>Grand Total</b>			\$	\$	\$	\$	\$

Please refer to the next page for the Reno & Cavanaugh, PLLC cost proposal. All billing will be in accordance with the Fee Proposal attached hereto, with rates subject to an annual increase of 3%. We anticipate that approximately 50% of the work will be performed by associates and 50% by a partner, ensuring both cost efficiency and experienced oversight.

Efrem Lexi, Member

Name

  
Signature

8/20/2025

Date

## Fee Proposal -HANH

FIRM MEMBERS	Standard Hourly Rates	Discounted Hourly Rates for HANH
Iyen Acosta	595	515
Gwen Allen	560	490
Cody Bannon	560	490
Dwayne Barrett	630	550
Hannah Cassidy	630	550
Tracy Childress	525	455
Jonathan Flugstad	525	455
Lillian Gilmer	560	490
Megan Glasheen	680	620
Matthew Greeson	630	550
Stephen Holmquist	630	550
Felicia Hulit	630	550
Efrem Levy	630	550
Julie McGovern	595	515
Barbara Wachter Needle	630	550
Vonda Jones	560	490
Nydia Pouyes	525	455
Karol Robinson	630	550
Sheila Salmon	630	550
Anne Schroth	595	515
Karen Sherman	680	680
Jasmine Simone-Morgan	525	455
Lisa Tunick	630	550
David Walker	525	455
Martin Walsh	595	515
Melissa Worden	595	515
Jennifer Zatkowski	525	455
<b>COUNSEL</b>		
David Kleinfelter	525	455
Meghan Levine	525	455
Sara Mooney	470	410
Joe Prochaska	560	490
Gillian Rudow	470	410
<b>ASSOCIATES</b>		
Auva Attar	340	320
JD Chavarria	340	320
Lesly Felton	370	350
Jake Greenberg	370	350
Houston Howell	430	410



Allie Kragel	<b>370</b>	<b>350</b>
Ashley Magruder	<b>340</b>	<b>320</b>
Charlie Nocera	<b>430</b>	<b>410</b>
Sean Ossi	<b>370</b>	<b>350</b>
Colin Patch	<b>370</b>	<b>350</b>
Jeremy Rivet	<b>390</b>	<b>370</b>
Breeze Robinson	<b>370</b>	<b>350</b>
Lambrini Roumeliotis	<b>340</b>	<b>320</b>
Shevi Rosenstein	<b>370</b>	<b>350</b>
Eric Stahler	<b>390</b>	<b>370</b>
Paralegal	<b>190-230</b>	<b>190-230</b>

R&C is willing to negotiate flat fees for each transaction depending on its scope and complexity. In addition, our firm charges a flat rate of \$500 for each audit letter requested. Our rates include many miscellaneous expenses often billed separately by other firms, and we never mark-up 3rd party expenses we incur on your behalf. Examples of these types of expenses include:

In-house Photocopying	No Charge	3 <sup>rd</sup> Party Document Reproduction	At Cost
Routine Administrative Support	No Charge	Subcontracts with Counsel	At Cost
Facsimiles	No Charge	Travel	At Cost
Local & Long Distance Telephone Charges	No Charge	3 <sup>rd</sup> Party Conference Call Charges	At Cost
Standard Legal Research Services	No Charge	Specialized Legal Research Services	At Cost
USPS Postage	No Charge	Courier Services	At Cost

R&C makes every effort to perform the work in the most cost-effective manner possible. In many cases, we can reduce overall costs through our knowledge of the field and by utilizing attorneys at lower hourly rates. We are aware of and sensitive to the needs and goals of clients and have considerable experience representing organizations subject to a variety of budget, cost control, and billing requirements. The rates quoted above are valid for a period of 12 months from the effective date of this agreement and thereafter will be adjusted annually based on market conditions. R&C bills according to 6 (six) minute increments (i.e., one-tenth of an hour). R&C requires payment within thirty (30) days of the date of invoice.

Names provided on the chart above are for illustrative purposes. Any of the above personnel may be admitted as members, of counsel, or otherwise promoted and their rates adjusted accordingly. If new attorneys join the firm during the course of this transaction and to the extent they work on the project, they will be billed at comparable rates based on experience.

#### 4. Pullman & Comley, LLC

# Cost Proposal Sheet

<b>General Counsel</b>							
	<b>Months</b>		<b>Cost (Year 1)</b>	<b>Cost (Year 2)</b>	<b>Cost (Year 3)</b>	<b>Cost (Year 4)</b>	<b>Cost (Year 5)</b>
Monthly rate	12		\$	\$	\$	\$	\$
<b>Labor Counsel</b>							
	<b>Hours per month</b>	<b>Months</b>					
Hourly Rate	20	12	\$	\$			
<b>Fraud and Litigation</b>							
	<b>Hours per month</b>	<b>Months</b>					
Hourly rate	8	12	\$	\$	\$	\$	\$
<b>Real Estate Development</b>							
	<b>Hours per month</b>	<b>Month</b>					
Hourly rate	50	12	\$	\$	\$	\$	\$
<b>Grand Total</b>			<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

Please refer to the following page for Pullman & Comley's full cost proposal.

Marie V. Phelan



August 21, 2025

Name

Signature

Date



## Fee Proposal

The Firm would propose to provide bond counsel and general counsel services to the Housing Authority of New Haven (HANH) on the same discounted basis and for some attorneys, lower than we provide to the State of Connecticut (the “State”) that is, a discounted rate of \$505 per hour for Marie V. Phelan and other partners who may work on bond counsel and general counsel services for HANH, a discounted rate of \$350 for Daniel Barrack and a discounted rate of \$200 for paralegals. These rates offer a substantial discount (12 – 15% off our standard hourly rates and are the same or lower rates which have been paid by the State since 2021.

For future years, the rates above would be increased annually so as to account for any mutually agreed upon cost of living increases and to account for any increases in rates approved by the State for bond counsel services.

Miscellaneous expenses are billed at cost. The HANH will not be charged for travel or telephone charges. Copies and facsimiles are charged at \$0.10 per page.

<b>Pullman &amp; Comley Bond Counsel and General Counsel Rates</b>	<b>Hourly Rate</b>
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Partners	\$505.00
Associates	\$350.00
Paralegal	\$200.00

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing A Memorandum Of Understanding Between Manufacturing And Training Community Hub (MATCH) And Housing Authority Of The City Of New Haven (D/B/A Elm City Communities) To Facilitate Referrals And Collaborative Efforts That Support Workforce Development, Economic Opportunity With A Holistic Approach For The Period November 1, 2025 To October 31, 2026.

---

**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number #10-76/25-R

**TIMING:** Immediately

**DISCUSSION:** ECC is committed to advancing initiatives that promote self-sufficiency, workforce development, and economic mobility for the residents it serves. The Housing Authority seeks to strengthen community partnerships that create pathways to employment and career advancement.

MATCH is a recognized workforce development organization that provides job readiness training, employment placement, and supportive services designed to connect individuals to sustainable employment opportunities. ECC and MATCH share a common goal of empowering individuals and families through access to employment and economic opportunities; and through this collaboration, the Housing Authority will refer eligible individuals to MATCH for participation in workforce development programs, job placement services, and other supportive resources.

This collaboration aligns with the Housing Authority's mission to enhance the quality of life for residents and foster community and economic development.

HANH seeks authorization of a Memorandum of Understanding between Manufacturing and Training Community HUB (MATCH) and HOUSING AUTHORITY OF THE CITY OF NEW HAVEN (d/b/a Elm City Communities) to facilitate referrals and collaborative efforts that support Workforce Development, Economic Opportunity with a Holistic Approach for the period November 1, 2025 to October 31, 2026.

**FISCAL IMPACT:** \$ 0

**SOURCE OF FUNDS:** N/A

**STAFF:** LaToya Mills - Director of CED

**HOUSING AUTHORITY OF THE CITY OF NEW HAVEN  
(d/b/a Elm City Communities)**

**RESOLUTION #10-76/25-R**

**Resolution Authorizing A Memorandum Of Understanding Between Manufacturing And Training Community Hub (MATCH) And Housing Authority Of The City Of New Haven (D/B/A Elm City Communities) To Facilitate Referrals And Collaborative Efforts That Support Workforce Development, Economic Opportunity With A Holistic Approach For The Period November 1, 2025 To October 31, 2026**

**WHEREAS**, the ECC is committed to advancing initiatives that promote self-sufficiency, workforce development, and economic mobility for the residents it serves; and

**WHEREAS**, the Housing Authority seeks to strengthen community partnerships that create pathways to employment and career advancement; and

**WHEREAS**, MATCH is a recognized workforce development organization that provides job readiness training, employment placement, and supportive services designed to connect individuals to sustainable employment opportunities; and

**WHEREAS**, the Housing Authority and MATCH share a common goal of empowering individuals and families through access to employment and economic opportunities; and

**WHEREAS**, through this collaboration, the Housing Authority will refer eligible individuals to MATCH for participation in workforce development programs, job placement services, and other supportive resources; and

**WHEREAS**, this collaboration aligns with the Housing Authority's mission to enhance the quality of life for residents and foster community and economic development; and

**WHEREAS**, HANH seeks authorization of a Memorandum of Understanding between Manufacturing and Training Community HUB (MATCH) and HOUSING AUTHORITY OF THE CITY OF NEW HAVEN (d/b/a Elm City Communities) to facilitate referrals and collaborative efforts that support Workforce Development, Economic Opportunity with a Holistic Approach for the period November 1, 2025 to October 31, 2026.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:**

1. A Memorandum of Understanding between Manufacturing and Training Community HUB (MATCH) and Housing Authority Of The City Of New Haven (d/b/a Elm City Communities) to facilitate referrals and collaborative efforts that support workforce development, economic opportunity with a holistic approach be and hereby is authorized and directed; and
2. The President be and hereby is authorized, empowered and directed to take any and all such action necessary and appropriate to fulfill the foregoing purposes, to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes, and

to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and

3. This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 16, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

## Memorandum of Understanding

*Between*

*Elm City Communities (ECC)*

*And*

Manufacturing and Training Community Hub (MATCH)

MATCH and **ELM CITY COMMUNITIES** share a commitment to the following **Community Aims**:

- To create an inclusive environment that promotes equal opportunities.
- To create a referral system that provides a holistic approach to strengthening families and communities
- To provide trainees with a solid foundation for career opportunities in the manufacturing sector.

We agree to work together to achieve these aims in the following way:

**Goal:** To coordinate and provide comprehensive training, mentorship, and wrap-around supports specifically designed to cater to the needs of various individuals, specifically, women, high school graduates entering the workforce, disengaged youth, unemployed and under-employed New Haven residents, New Haven residents of color, and re-entry residents.

**Objective:** To equip MATCH trainees with the necessary skills and knowledge that make them highly desirable employees for local manufacturers.

### **Description of Partnership:**

Through our collaboration between MATCH and **ELM CITY COMMUNITIES**, we will develop and implement a comprehensive recruitment and referral system between the two organizations. One will include identifying, recruiting, and referring **ELM CITY COMMUNITIES** participants and other community members (who qualify) to MATCH. The second will include developing a system for both partners that will allow for efficient and accurate data collection and reporting to access partnership measures and to demonstrate accountability for funders of both, **ELM CITY COMMUNITIES** and MATCH.

To ensure success, communication between **ELM CITY COMMUNITIES** and MATCH staff regarding the processes described above should be in writing via email. In the event there is a need for an immediate response between the two that require a telephone call; that call should be followed up





with an email summarizing the call with copies to the Directors of **ELM CITY COMMUNITIES** and MATCH and relevant staff.

#### Role of MATCH:

- To act as main provider of manufacturing training
- To assist in the placement of trainees in employment upon completion
- To communicate weekly with **ELM CITY COMMUNITIES** the progress and successes of trainees
- To communicate immediately to **ELM CITY COMMUNITIES** any concerns or issues regarding the trainees if and as they occur

#### Role of the **ELM CITY COMMUNITIES**:

- To identify and refer **ELM CITY COMMUNITIES** Participants and community members who seek to achieve family self-sufficiency through access to training and employment in manufacturing and related careers
- To meet weekly with MATCH trainee referred by **ELM CITY COMMUNITIES** to discuss successes and, if present, any challenges trainee may be experiencing
- To assist in connecting trainees to resources/ services
- To identify community-based organizations to educate them on MATCH

#### Current Project Members (responsible for implementing this MOU):

The **ELM CITY COMMUNITIES**: LIST **DIRECTOR OF ELM CITY COMMUNITIES AND RELEVANT RESPONSIBLE STAFF PERSON**

Manufacturing and Training Community Hub: David Fienberg, Executive Director and Staff

We, the undersigned, approve the proposed partnership as outlined in this Memorandum of Understanding.

---

David Fienberg, Executive Director                      Date  
MATCH

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Latisha Porcher, Intake and Training                      Date  
Coordinator MATCH



_____, Director	Date
ELM CITY COMMUNITIES	
_____,	
ELM CITY COMMUNITIES Staff Contact	Date

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing a Memorandum of Agreement for Space Utilization and Provision of Services by and between Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) and Youth Without Limits (YWL) commencing November 1, 2025 through October 31, 2026.

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number #10-77/25-R

**TIMING:** Immediately

**DISCUSSION:** Youth Without Limits (YWL) and ECC/HANH desire to enter into an agreement for use of space for programming to benefit youth living at Eastview Terrace.

This request is to allow ECC/HANH to permit YWL to utilize the Community Room located at 185 Eastern Street, New Haven, Connecticut, to conduct Youth Enrichment Programs, one weekday evening per week from 5pm-7pm. The program will include up to 30 youth ages 5-18 within the Eastview Community. With activities such as homework help, field trips, enrichment activities, arts and crafts, physical activity, and social-emotional learning.

YWL will offer a safe and supportive environment where children can receive mentoring, academic assistance and engage in enriching physical activities such as arts and basketball. By keeping children engaged during critical afterschool hours, these programs help reduce the risks associated with out-of-school hours.

Youth Without Limits has been serving residents of ECC/HANH since 2009. The organization began serving youth in Farnam Courts, and since 2017 serves youth residing at Eastview Terrace.

This year, YSL has served 30 youth who have received mentoring and academic tutoring on site. Additionally, youth have attended off site trips and outings with YSL, including roller skating, ice skating, bowling, Eli Whitney Museum, hikes, and beach trips.

HANH seeks authorization of a Memorandum of Agreement for space utilization and provision of services by and between Elm City Communities/Housing Authority of the City of New Haven and Youth Without Limits commencing November 1, 2025 through October 31, 2026.

FISCAL IMPACT: \$0

SOURCE OF FUNDS: n/a

STAFF: LaToya Mills  
Director of Community, Economic & Development

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #10-77/25-R**

**RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT FOR SPACE UTILIZATION AND PROVISION OF SERVICES BY AND BETWEEN ELM CITY COMMUNITIES/HOUSING AUTHORITY OF THE CITY OF NEW HAVEN (ECC/HANH) AND YOUTH WITHOUT LIMITS (YWL) COMMENCING NOVEMBER 1, 2025 THROUGH OCTOBER 31, 2026.**

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WHEREAS, Youth Without Limits (YWL) and ECC/HANH Youth Without Limits (YWL) and ECC/HANH desire to enter into an agreement for use of space for programming to benefit youth living at Eastview Terrace; and

WHEREAS, this request is to allow ECC/HANH to permit YSL to utilize the Community Room located at 185 Eastern Street, New Haven, Connecticut, to conduct out of school programming, once per week from 5pm-7pm; and

WHEREAS, YWL will include up to 30 youth ages 5-18 within the Eastview Terrace Community; and

WHEREAS, YWL will offer a safe and supportive environment where children can receive mentoring, academic assistance and engage in enriching physical activities such as arts and basketball by keeping children engaged during critical out-of-school hours; and

WHEREAS, HANH seeks authorization of a Memorandum of Agreement for space utilization and provision of services by and between Elm City Communities/Housing Authority of the City of New Haven and Youth Without Limits commencing immediately.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:

1. A Memorandum of Agreement Youth Without Limits and Elm City Communities/Housing Authority of the City of New Haven for Provision of Services and Use of Community Room Space for the period November 1, 2025 through October 31, 2026, be and hereby is authorized and directed; and
2. The President be and hereby is authorized, empowered and directed to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution.
3. This Resolution shall take effect immediately.

[CERTIFICATION FOLLOWS]

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/3/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Durango Insurance and Financial Services Inc 84 West Ave apt A1 Norwalk CT 06854	<b>CONTACT</b> NAME: Raisa German PHONE (A/C, No, Ext): (203) 517-4545 FAX (A/C, No): (203) 487-9626 E-MAIL: Certificates@DurangoAgency.com ADDRESS: Certificates@DurangoAgency.com
<b>INSURED</b> YOUTH WITHOUT LIMITS INC 144 CHATAM ST NEW HAVEN CT 06513	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: United States Liability Insurance INSURER B: National Liability & Fire Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:
	<b>NAIC #</b> 25895 20052

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X		NPP1622303B	8/15/2025	8/15/2026	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<b>AUTOMOBILE LIABILITY</b>			73APR438498-01	09/06/2025	09/06/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 750,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<b>EXCESS LIAB</b>						AGGREGATE	\$
	DED	RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N	N / A				OTH-ER	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

New Haven Housing Authority, 185 Eastern St, New Haven, CT 06513 and Troup School, 259 Edgewood Ave, New Haven, CT 06511 are listed as additional insureds on the general liability policy.

**CERTIFICATE HOLDER****CANCELLATION**

New Haven Housing Authority 185 Eastern St New Haven CT 06513	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b> <b>AUTHORIZED REPRESENTATIVE</b> Dayana Benavides
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## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing a Memorandum of Agreement for Space Utilization and Provision of Services by and between Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) and Bridges of Hope (BOH) Commencing Immediately through October 1, 2026.

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution Number #10-78/25-R

**TIMING:** Immediately

**DISCUSSION:** Bridges of Hope (BOH) and ECC/HANH desire to enter into an agreement for use of space for programming to benefit youth living at Mill River Crossing.

This request is to allow ECC/HANH to permit BOH to utilize the Community Room located at 35 Regina Way, New Haven, Connecticut, to conduct Bridges of Hope enrichment programming, two weekday evenings per week from 5pm-7pm. The program will include up to 30 youth ages 5-18 within the Mill River Community with activities such as homework help, field trips, enrichment, arts and crafts, physical fitness and social-emotional learning.

Bridges of Hope has been serving residents of ECC/HANH since 2010. The organization began serving youth in Valley Townhouses and Scott Ridge, and since 2022 serves youth residing at Mill River Crossing. BOH offers a safe and supportive environment by keeping children engaged during critical out-of-school hours.

This past year, BOH provided year-round programming with group reading tutoring for 35 students in the community in collaboration with New Haven Reads. Dinner is also served during programming hours.

BOH also hosts a number of family engagement events annually, including a "Harvest Parade" and candy giveaway in October, Turkey giveaway to over 80 families in November, Holiday party with gifts for all of the kids in the program in December, Easter Egg hunt in March, end of year party in June, weeklong camp in July and a backpack giveaway to over 100 kids in August.

HANH seeks authorization of a Memorandum of Agreement for space utilization and provision of services by and between Elm City Communities/Housing Authority of the City of New Haven and Bridges of Hope commencing immediately through October 1, 2026.



FISCAL IMPACT: \$0

SOURCE OF FUNDS: n/a

STAFF: LaToya Mills  
Director of Community, Economic & Development

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**RESOLUTION #10-78/25-R**

**RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT FOR SPACE UTILIZATION AND PROVISION OF SERVICES BY AND BETWEEN ELM CITY COMMUNITIES/HOUSING AUTHORITY OF THE CITY OF NEW HAVEN (ECC/HANH) AND BRIDGES OF HOPE (BOH) COMMENCING IMMEDIATELY THROUGH OCTOBER 1, 2026.**

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WHEREAS, Bridges of Hope (BOH) and ECC/HANH desire to enter into an agreement for use of space for programming to benefit youth living at Mill River Crossing; and

WHEREAS, this request is to allow ECC/HANH to permit BOH to utilize the Community Room located at 35 Regina Way, New Haven, Connecticut, to conduct out-of-school programming, twice per week from 5pm-7pm; and

WHEREAS, BOH will include up to 30 youth ages 5-18 within the Mill River Community Room near the playground; and

WHEREAS, BOH will offer a safe and supportive environment where children can receive mentoring, academic assistance and engage in enriching physical activities such as arts and outdoor play by keeping children engaged during critical out-of-school hours; and

WHEREAS, HANH seeks authorization of a Memorandum of Agreement for space utilization and provision of services by and between Elm City Communities/Housing Authority of the City of New Haven and Bridges of Hope commencing immediately through October 1, 2026.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:**

1. A Memorandum of Agreement between the Housing Authority of the City of New Haven and Bridges for Provision of Services and Use of Community Room Space; be and hereby is authorized and directed; and
2. The President be and hereby is authorized, empowered and directed to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution.
3. This Resolution shall take effect immediately.

[CERTIFICATION FOLLOWS]

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner



## MEMORANDUM

**TO:** Elm City Communities

**FROM:** Jane Hendrickson, Executive Director, Bridges of Hope

**DATE:** October 3, 2025

**SUBJECT:** Certification of Volunteer Background Check Compliance

This memorandum serves as a formal certification regarding the compliance status of all volunteers actively engaged in the Bridges of Hope (BOH) Mentoring Program.

### CERTIFICATION STATEMENT

I hereby certify that, as of the date of this memorandum, **all active staff (paid and volunteer) and program-critical volunteers** involved in the Bridges of Hope Mentoring Program have successfully completed and passed the mandated background check process, as required by organizational policy and best practices for ministries engaging with the community, especially those involving children and vulnerable populations.

### POLICY ADHERENCE

The background check process is administered in accordance with internal BOH policies and **aligns with the safety standards required when partnering with local organizations, including Elm City Communities**. This ensures that we maintain a safe and trustworthy environment for all participants, especially the children and families we serve in the New Haven community.

We are committed to maintaining this high standard of safety and diligence in all volunteer recruitment and ongoing service.

Jane Hendrickson

Executive Director, Bridges of Hope



## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing Change Order Number Three (3) To the Contract with Home Services & More, LLC for the Additional Amount of \$60,000.00, Bringing the Total not To Exceed Contract Amount From \$494,941.50 To \$554,941.50, for Plumbing Services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor

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**ACTION:** Recommend that the Board of Commissioners adopt Resolution #10-79/25-R

**TIMING:** Immediately

**DISCUSSION:** On August 23, 2023, the Board adopted Resolution Number # 01-05/23-S Resolution Authorizing Contract Award to Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for a total contract not to exceed amount of \$344,941.50 for a period of three (3) years beginning February 1, 2023, and ending January 31, 2026, with an option to renew for two (2) additional years.

On October 15, 2024, the Board adopted Resolution Number # 10-73/24-R Change Order Number One (1) to the contract with Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for additional amount of \$100,000.00 bringing the total not to exceed contract amount from \$344,941.50 to \$444,941.50.

On June 17, 2025, the Board adopted Resolution Number # 06-47/25-R Change Order Number Two (2) To the Contract with Home Services & More, LLC For Plumbing Services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for additional amount of \$50,000.00 bringing the total not to exceed contract amount from \$444,941.50 to \$494,941.50.

ECC/HANH now seeks authorization of Change Order Number Three (3) to the Contract with Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for additional amount of \$60,000.00

bringing the total bringing the total not to exceed contract amount from \$494,941.50 To \$554,941.50.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

ECC/HANH now seeks authorization of Change Order Number Three (3) to the Contract with Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for the additional amount of \$60,000.00 bringing the total bringing the total not to exceed contract amount from \$494,941.50 To \$554,941.50.

FISCAL IMPACT: \$60,000.00 Operating Fund Budgeted FY 2025-2026

STAFF: Lee Purvis, Central Operations Manager

**ELM CITY COMMUNITIES  
Housing Authority of the City of New Haven**

**Resolution # 10-79/25-R**

**Resolution Authorizing Change Order Number Three (3) To the Contract with Home Services & More, LLC for the Additional Amount of \$60,000.00, Bringing the Total not To Exceed Contract Amount From \$494,941.50 To \$554,941.50, for Plumbing Services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor**

---

**WHEREAS**, on August 23, 2023, the Board adopted Resolution Number # 01-05/23-S Resolution Authorizing Contract Award to Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for a total contract not to exceed amount of \$344,941.50 for a period of three (3) years beginning February 1, 2023, and ending January 31, 2026, with an option to renew for two (2) additional years; and

**WHEREAS**, on October 15, 2024, the Board adopted Resolution Number # 10-73/24-R Change Order Number One (1) to the contract with Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for additional amount of \$100,000.00 bringing the total not to exceed contract amount from \$344,941.50 to \$444,941.50; and

**WHEREAS**, on June 17, 2025, the Board adopted Resolution Number # 06-47/25-R Change Order Number Two (2) To the Contract with Home Services & More, LLC For Plumbing Services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for additional amount of \$50,000.00 bringing the total not to exceed contract amount from \$444,941.50 to \$494,941.50; and

**WHEREAS**, ECC/HANH now seeks authorization of Change Order Number Three (3) to the Contract with Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor for additional amount of \$60,000.00 bringing the total bringing the total not to exceed contract amount from \$494,941.50 To \$554,941.50; and

**WHEREAS**, in accordance with resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

1. Change Order Number Three (3) to the Contract with Home Services & More, LLC for plumbing services at McConaughy Terrace, Valley Townhouses, Scattered Site Properties, 295 Wilmot Road, 90 Park Street, 49 Union Ave and Westville Manor in the additional amount of \$60,000.00 bringing the total not to exceed contract amount from \$494,941.50 To \$554,941.50 be and hereby is authorized and directed, including the expenditure of the foregoing amount; and
2. The President be and hereby is authorized, empowered and directed to execute and deliver such agreements, documents and instruments necessary and appropriate to fulfill the foregoing purposes, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution, including the expenditure of the aforesaid amount; and
3. This Resolution shall take effect immediately; and

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

---

Shenae Draughn  
Secretary/President

---

Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner



Home Services & More, LLC

Date: 10-07-25

Vendor: Home Services & More, LLC

Intital Contract Term: 02/1/23 to 01/31/26

Original Contract amount:		\$344,941.50
Change Order #1		\$100,000.00
Change Order #1		\$50,000.00
Change Order #1		\$60,000.00
Total Contract Value:		554,941.50

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing Change Order Number Two (2) to the Contract with HD Supply Increasing the Total Not to Exceed Contract Amount by \$150,000.00, Bringing the Total Not to Exceed Contract Amount from \$300,000.00 to \$450,000.00, for a Variety of Commercial Supplies and Services

---

**ACTION:** Recommend that the Board of Commissioners adopt Resolution # 10-80/25-R

**TIMING:** Immediately

**DISCUSSION:** On August 23, 2023, the Board adopted Resolution Number # 06-46/23-R authorizing a Contract with HD Supply for a period of two (2) years beginning October 1, 2023 and ending September 30, 2025, with a total not to exceed contract amount of \$200,000.00 for the period, for a variety of commercial supplies and services.

On October 15, 2024, the Board adopted Resolution Number # 10-71/24-R authorizing Change Order Number One (1) to the contract with HD Supply increasing the not to exceed contract amount by \$100,000.00 bringing the total not to exceed contract amount from \$200,000.00 to \$300,000.00.

ECC/HANH now seeks authorization of Change Order Number two (2) increasing the not to exceed contract amount by \$150,000.00, bringing the total not to exceed contract amount from \$300,000.00 to \$450,000.00.

In accordance with Resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

ECC/HANH now seeks authorization of Change Order Number two (2) to the contract with HD Supply increasing the total not to exceed contract amount by \$150,000.00 bringing the total not to exceed contract amount from \$300,000.00 to \$450,000.00 for a variety of commercial supplies and services.

**FISCAL IMPACT:** \$150,000.00 Operating funds Budgeted for FY 2026

**STAFF:** Lee Purvis, Central Operations Manager

Housing Authority of the City of New Haven

ELM CITY COMMUNITIES

Resolution # 10-80/25-R

**RESOLUTION AUTHORIZING CHANGE ORDER NUMBER TWO (2) TO THE CONTRACT WITH HD SUPPLY  
INCREASING THE TOTAL NOT TO EXCEED CONTRACT AMOUNT BY \$150,000.00, BRINGING THE TOTAL  
NOT TO EXCEED CONTRACT AMOUNT FROM \$300,000.00 TO \$450,000.00, FOR A VARIETY OF  
COMMERCIAL SUPPLIES AND SERVICES**

---

**WHEREAS**, on August 23, 2023, the Board adopted Resolution Number # 06-46/23-R authorizing a Contract with HD Supply for a period of two (2) years beginning October 1, 2023 and ending September 30, 2025, with a total not to exceed contract amount of \$200,000.00 for the period, for a variety of commercial supplies and services; and

**WHEREAS**, on October 15, 2024, the Board adopted Resolution Number # 10-71/24-R authorizing Change Order Number One (1) to the contract with HD Supply increasing the not to exceed contract amount by \$100,000.00 bringing the total not to exceed contract amount from \$200,000.00 to \$300,000.00; and

**WHEREAS**, ECC/HANH now seeks authorization of Change Order Number two (2) increasing the not to exceed contract amount by \$150,000.00, bringing the total not to exceed contract amount from \$300,000.00 to \$450,000.00; and

**WHEREAS**, in accordance with Resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution; and

**WHEREAS**, ECC/HANH now seeks authorization of Change Order Number two (2) to the contract with HD Supply increasing the total not to exceed contract amount by \$150,000.00 bringing the total not to exceed contract amount from \$300,000.00 to \$450,000.00 for a variety of commercial supplies and services.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

1. Change Order Number two (2) to the contract with HD Supply for a variety of commercial supplies and services increasing the total not to exceed contract amount by \$150,000.00, bringing the total not to exceed contract amount from \$300,000.00 to \$450,000.00 be and hereby is authorized and directed, including the expenditure of the amounts set forth hereinabove; and.
2. The President be and hereby is authorized, empowered and directed to execute and deliver such documents, agreements and instruments, and to take any and all such action ancillary or related thereto to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
MCCARTER & ENGLISH, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young  
A Partner

HD Supply

Date: 10-02-24

Vendor: HD Supply

Intital Contract Term: 10/2/24 to 12/3/26

Original Contract amount:		\$200,000.00
Change Order #1		\$100,000.00
Change Order #2		\$150,000.00
Total Contract Value:		450,000.00

## MEMORANDUM

**TO:** Board of Commissioners

**DATE:** October 21, 2025

**FROM:** Shenae Draughn, President

**RE:** Resolution Authorizing Change Order Number Three (3) to the Contract with Home Depot for Increasing the Contract Amount by \$175,000.00 Bringing the Total Not to Exceed Contract Amount from \$560,000.00 to \$735,000.00, for a variety of Commercial Supplies and Services

---

**ACTION:** Recommend that the Board of Commissioners adopt Resolution # 10-81/25-R

**TIMING:** Immediately

**DISCUSSION:** On August 23, 2023, the Board adopted Resolution Number # 08-61/23-R authorizing a contract with Home Depot for a variety of commercial supplies and services for two (2) years for a total not to exceed contract amount of \$375,000.00 for the period beginning October 1, 2023 and ending September 30, 2025.

On October 15, 2024, the Board adopted Resolution Number # 10-72/24-R for the authorization of Change Order Number One (1) to the contract with Home Depot for a variety of commercial supplies and services for additional amount of \$100,000.00 bringing the total not to exceed contract amount from \$375,000.00 to \$475,000.00.

On May 20, 2025, the Board adopted Resolution Number # 05-36/25-R for the authorization of Change Order Number Two (2) to the contract with Home Depot for a variety of commercial supplies and services for additional amount of \$85,000.00 bringing the total not to exceed contract amount from \$475,000.00 to \$560,000.00.

ECC/HANH now seeks authorization of Change Order Number Three (3) to the contract with Home Depot for a variety of commercial supplies and services increasing the contract amount by \$175,000.00, bringing the total not to exceed contract amount from \$560,000.00 to \$735,000.00.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

**FISCAL IMPACT:** \$175,000.00 Fiscal Year 2026-2027

**SOURCE OF FUNDS:** Budgeted Operating Funds

**STAFF:** Lee Purvis, Central Operations Manager

**ELM CITY COMMUNITIES**  
**Housing Authority of the City of New Haven**

**RESOLUTION # 10-81/25-R**

**Resolution Authorizing Change Order Number Three (3) to the Contract with Home Depot for Increasing the Contract Amount by \$175,000.00 Bringing the Total Not to Exceed Contract Amount from \$560,000.00 to \$735,000.00, for a variety of Commercial Supplies and Services**

---

**WHEREAS**, on May 20, 2025, the Board adopted Resolution Number # 05-36/25-R for the authorization of Change Order Number Two (2) to the contract with Home Depot for a variety of commercial supplies and services for additional amount of \$85,000.00 bringing the total not to exceed contract amount from \$475,000.00 to \$560,000.00; and

**WHEREAS**, ECC/HANH now seeks authorization of Change Order Number Two (2) to the contract with Home Depot increasing the contract amount by \$175,000.00 bringing the total not to exceed contract amount from \$560,000.00 to \$735,000.00, for a variety of commercial supplies and services; and

**WHEREAS**, in accordance with resolution 10-129/18-R for the Revised Procurement Policy, adopted by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be authorized by the Board of Commissioners prior to execution.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:**

1. Change Order Number Three (3) to the contract with Home Depot increasing the contract amount by \$175,000.00 bringing the total not to exceed contract amount from \$560,000.00 to \$735,000.00, for a variety of commercial supplies and services be and hereby is authorized and directed, including the expenditure of such amounts; and
2. The Executive Director be and hereby is authorized, empowered, and directed to execute and deliver such agreements, documents and instruments to effectuate the foregoing, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this Resolution; and
3. This Resolution shall take effect immediately.

[CERTIFICATION FOLLOWS]



I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on October 21, 2025.

\_\_\_\_\_  
Shenae Draughn  
Secretary/President

\_\_\_\_\_  
Date

REVIEWED:  
McCarter & English, LLP  
GENERAL COUNSEL

By: \_\_\_\_\_  
Rolan Joni Young, Esq.  
A Partner

Home Depot Service

Date: 10-07-25

Vendor: Home Depot Service

Contract Term: 10/21/25 to 02/28/27

Original Contract amount:		\$375,000.00
Change Order #1	Oct-24	\$100,000.00
Change Order #2	May-25	\$85,000.00
Change Order #2	Oct-25	\$175,000.00
Total Contract Value:		735,000.00