

**Housing Authority
City of Derby CT**

101 West Fourth Street
P.O. Box 843
Derby, Connecticut. 06418
(203) 735-6652 phone
(203) 734-0204 fax

Board of Commissioners
Linda Fusco, Chairperson
Adam Pacheco, Vice Chairperson
Kathleen Ducharme, Secretary
Robert Lisi, Treasurer
Michael Mazzola, Resident Commissioner

**Derby Housing Authority
Special Meeting Minutes
August 5, 2019 @ 9:00am**

Called to order 9:03 am

Pledge of Allegiance

Roll call:

Linda Fusco, Chairperson
Kathleen Ducharme, Secretary
Robert Lisi, Treasurer
Michael Mazzola, Resident Commissioner

Absent with notice:

Adam Pacheco, Vice Chairperson

Also present. Ellen Oczkowski

1. APPROVAL FOR AUDITOR SERVICES

- Subcommittee of Linda Fusco and Kathleen Ducharme met on 8/1/19 to open RFQ proposals. Several packets were picked up but only one submittal, which was Buel CPA Services.
- It was noted by Ellen and Linda they have been used before with success

- Also noted that all the necessary paperwork was submitted to prove their insurance coverage, license to practice, and lists noting references and bidding certification.
- A vote to accept the bid proposal from Buel CPA Services for the DHA audit was made by Robert Lisi.
- Second vote put forth by Mike Mazzola.
- All members in favor.
- Motion passes

2. ADJOURNMENT

- Vote to adjourn meeting made by Robert Lisi
- Second was made by Mike Mazzola.
- Motion passes
- Meeting adjourned at 9:05am

RESPECTFULLY SUBMITTED 8/5/2019
By Kathleen Ducharme, Secretary, DHA