

**NAUGATUCK HOUSING AUTHORITY BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
JANUARY 7, 2009**

A special meeting of the Board of Commissioners of the Naugatuck Housing Authority was held on January 7, 2009 at the Authority offices, 16 Ida Street, Naugatuck, CT.

The Agenda was as follows:

1. Call to Order
2. Pledge of Allegiance
3. Executive Session-Personnel Matters
4. Action emanating from Executive Session
5. Adjournment

Commissioners Present:

Theresa Swanson-Chairperson
Laurie Jackson-Vice-Chairperson
Maria Fidalgo-Treasurer
Debra Miller-Commissioner

Commissioners Absent:

None

Also present:

Kevin Knowles, Executive Director
Attorney Franklin Pilicy

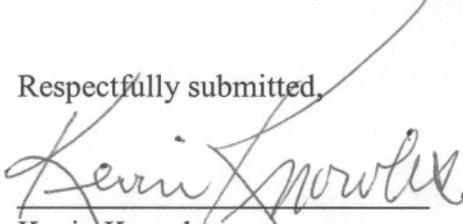
1. Chairperson Swanson called the meeting to order at 5:02 p.m.
2. Chairperson Swanson led the Pledge of Allegiance.
3. Commissioner Marie Fidalgo made a motion to go into Executive Session, Commissioner Laurie Jackson seconded the motion. The Board recessed to Executive Session at 5:04 p.m. inviting in Executive Director Kevin Knowles and Attorney Franklin Pilicy.
4. Commissioner Laurie Jackson made a motion to resume regular order of business, Commissioner Maria Fidalgo seconded the motion. Regular business resumed at 6:15 p.m.
5. Issues decided in Executive Session:
On a motion by Commissioner Debra Miller, seconded by Commissioner Laurie Jackson, it was determined that in the absence of the Executive Director, the Chairperson, Vice-Chairperson or Treasurer of the Naugatuck Housing Authority can and will act in the capacity of the Executive Director for all personnel matters, tenant issues, and all other

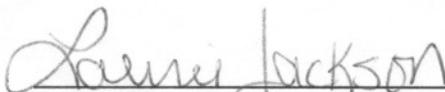
administrative decisions for the benefit of the daily operations of the Authority. Motion passed unanimously.

On a motion by Commissioner Maria Fidalgo and seconded by Commissioner Laurie Jackson, it was determined that the Naugatuck Housing Authority hereby appoints Florence Justino, Bookkeeping Advantage, LLC as acting Administrative Assistant on an outsourced basis to work one day per week at the Naugatuck Housing Authority offices and any additional days as deemed necessary. Compensation will be \$800.00 per month for one day per week with additional days at a rate of \$250.00 per day. Additional days will be approved in advance by the acting Executive Director. This appointment will not have any benefits, decision making responsibilities with regards to personnel matters, tenant matters or any other administrative decisions. This appointment will terminate on or before May 10, 2009 unless extended by decision of the Board of Commissioners. Motion passed unanimously.

6. Motion to adjourn was made by Commissioner Debra Miller, seconded by Commissioner Maria Fidalgo. Meeting was adjourned at 6:26 p.m.

Respectfully submitted,


Kevin Knowles
Executive Director


Laurie Jackson
Vice-Chairperson