

Wednesday, April 19, 2017

Mayfair Gardens Community Room

Attending: Josh Howroyd - Chairman
Paul Rubin – Vice Chairman
Lisa O’Neill – Commissioner
MaryAnn Creamer – Commissioner
Judith Taylor – Tenant Commissioner

Joseph D’Ascoli, Executive Director

I. Meeting Called to Order

Chairman Howroyd called the meeting to order at 6:33 p.m.

II. Adoption of Minutes – Meeting of March 15, 2017

Chairman Howroyd called for a motion to approve the minutes of March 15, 2017. Commissioner Creamer moved and Commissioner O’Neil seconded. The motion passed 4-0. Vice Chairman Rubin arrived after the voting was casted

III. Correspondence

A. Received a notice of employment termination from Najaira Harris (2nd shift Congregate employee)

IV. Accounts Payable – March 2017 Payment Summary & Detail Report

Mr. D’Ascoli reported the books look good for MHA. He added that he and Chairman Howroyd review all the expenses along with Mr. Counihan

V. Executive Director’s Report

A. Financial Statements – March 2017

Mr. D’Ascoli reported that for the month of March the MHA had a loss of revenue due to the fact of the quarterly entries of insurance, reserve provisions and the PILOT (Payment in Lieu of Taxes). Overall the MHA has a gain through the year which will extend through all programs at this time. MHA is still waiting for final figures on the 2017 subsidy from HUD (The government is still in a CR which is due to expire on April 28, 2017)

B. Vacancy Report – March 2017

Mr. D’Ascoli shared we are 98.68% occupied. This success is due to the hard work by the maintenance crew getting units updated and ready for new tenants in a timely manner.

C. General Information

1. Modernization Report

Mr. D’Ascoli reviewed all the projects MHA has been working on in the last year.

2. Circle of Friends
Mr. D'Ascoli passed out the latest edition that the Resident Service Coordinator Mary Ann Murphy produces on a quarterly basis to our residents.
 3. Update on Mayfair Gardens Siemens Project
Mr. D'Ascoli had updated the board on the installations thus far of the new gas heaters that are being installed in the resident's apartments. Mr. D'Ascoli also remarked on how great the contractors from Siemens have been to the residents.
 4. Update on Westhill Gardens Siemens Project
Mr. D'Ascoli remarked on the progress that Ansaldi Constructions is doing in the open space on leveling the grounds for the solar field project.
 5. NERC-NAHRO Conference
Mr. D'Ascoli just wanted to inform the Board of the upcoming conference that is being held on June 26 – June 28. If anyone is interested in attending, please let him know so that he can register you for the conference.
 6. NAHRO Summer Conference
Mr. D'Ascoli just wanted to inform the Board of the upcoming conference that is being held on July 16 – July 18. If anyone is interested in attending, please let him know so that he can register you for the conference
- VI. Chairman's Report –None
- VII. Old Business - None
- VIII. New Business –
- A. Resolution 2017– 5 Transfer of Funds
Mr. D'Ascoli had explained to the BOC that in 2017 the first 3 months of the calendar year, the MHA had reduced its HUD reserves account by roughly \$98,000. This amount is derived by our ACC from utilization number and HAP figures. Based upon our figures we would use up our reserve account by June of this year. Therefore, Mr. D'Ascoli requested that we transfer \$120,000.00 from our UNA account to our RNA account in which it cover us up until the end of our fiscal year. Commissioner O'Neill made the motion and seconded by Commissioner Taylor and the motion passed 5-0
 - B. Resolution 2017– 6 FY 2017 Income Limits Schedule
Mr. D'Ascoli presented the new HUD 2017 Income Limits that were published on April 14, 2017. Commissioner O'Neill made the motion and seconded by Commissioner Taylor and the motion passed 5-0
- IX. Items for Future Agenda - None
- X. Executive Session - None
- XI. Adjournment

CORPORATE MINUTES - BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE TOWN OF MANCHESTER

2017

Chairman Howroyd called for a motion to adjourn. Commissioner O'Neill moved to adjourn the meeting at 7:11 pm. Commissioner Creamer seconded and the motion passed 5-0.



CHAIRMAN

5/16/2017



ATTEST:

5/16/17