

Wednesday, October 17, 2018

Mayfair Gardens Community Room

Attending: Josh Howroyd - Chairman
Paul Rubin – Vice Chairman
Judith Taylor – Tenant Commissioner
Timothy Becker - Commissioner
Joseph D’Ascoli, Executive Director

Absent Lisa O’Neill - Commissioner

I. Meeting Called to Order

Chairman Howroyd called the meeting to order at 6:32 pm. Chairman Howroyd called for a motion to suspend the rules and take item under Executive Session C-1 RAD Presentation from Nathan Bondar, President LIHTC Development Corp. Mr. Rubin so moved; Ms. Taylor seconded. Motion passed 3-0.

Mr. D’Ascoli introduced Nathan Bondar President of LIHTC and Joseph Carmen from Bedford Lending. These gentlemen were invited to give a RAD presentation. Mr. Bondar explained the RAD program allows Housing Authorities a way to become a private entity to manage affordable housing projects. HUD would enter into a long-term commitment with housing authorities to manage affordable housing projects. This program benefits housing authorities in letting them manage the project with set funds on a yearly basis rather than waiting for HUD’s budget to be passed. HUD is in favor of the RAD program. The RAD program locks in Capital Funds and Administrative fees for the housing authorities approved by HUD for the program. Housing authorities will be able to tend to the day to day business of affordable housing projects rather than getting approval from HUD. Mr. Rubin asked how many housing authorities are in this program. Mr. Bondar responded approximately $\frac{1}{2}$ to $\frac{3}{4}$ of all housing authorities will do RAD. Mr. Rubin asked would MHA receive any increases that are funded into the project and Mr. Bondar said yes. Mr. Bondar noted that HUD has issued a letter that was sent to all residents in affordable housing. The letter was sharp and frightened residents that they would lose their housing. Mr. D’Ascoli explained to the Board he has scheduled informational meetings will all the residents to explain this does not mean residents will lose housing. This means that MHA will have the opportunity to run the housing business more efficiently, able to make repairs as needed with the funds provided on a yearly basis. Mr. Bondar explained this program is on a first come first serve basis and if approved housing authorities would have locked in \$630k a year to manage their projects. Part of the application process requires a needs assessment be done.

II. Adoption of Minutes – Meeting of September 19, 2018

Chairman Howroyd called for a motion to approve the minutes of September 19, 2018. Mr. Becker so moved; Ms. Taylor seconded. Motion passed 3-0 with one abstention.

III. Correspondence - None

IV. Accounts Payable – September 2018

Mr. D’Ascoli shared MHA is in good shape.

V. Executive Director’s Report

A. Financial Statements – September 19, 2018

Mr. Counihan shared MHA is working on finalizing YE numbers. We have not received all invoices for September expenses and will hold off closing the books until the end of October. He reported that AMPI is up \$100 and AMP II \$220k. The Congregate is three months into their fiscal year and are breaking even. The COCC is showing a profit. SERF, the John D'Amelia program, is showing a profit and is making contributions to the COCC.

B. Vacancy Report – September 2018

Mr. D'Ascoli commended the maintenance staff and property managers for working diligently to get units renovated and ready for new tenants.

C. General Information

1. RAD Presentation from Nathan Bondar, President LIHTC Development Corp – See above

2. Modernization Report

Mr. D'Ascoli reviewed the progress of several projects. McGuire Lane unit being converted to an ADA unit should be completed by the end of the month. The renovation project at the Congregate is moving along. There have been changes to several aspects of the project due to unforeseen issues i.e. renovating 2 levels of unit rather than side to side because of access to the plumbing.

3. Journal Inquirer – Article pertaining to Town owned property North Elm Street

Mr. D'Ascoli reported an article was written by the Journal Inquirer about this property.

4. 208 North Elm Update – Letter from the Town to residents

Mr. D'Ascoli shared the Town has put out an RFP for sale of this property.

5. Circle of Friends – Quarterly Newsletter –

Ms. Murray, with money from the Town of Manchester, produces a quarterly newsletter. It is a good way to keep residents informed about what's going on at our properties.

6. PHADA 2019 Commissioners Conference

Mr. D'Ascoli reminded Board members of this upcoming conference and requested anyone interested in attending to let him know so he can get them registered.

VI. Chairman's Report

Chairman Howroyd discussed the need for Executive Director's performance evaluation. He stated he will send out an evaluation sheet for the Board to complete. He added the Board needs to discuss salary and be sure we are keeping pace with the market conditions for ED's.

VII. Old Business

A. Resolution 2018-17 Temporarily Open of the HCV Wait List

Mr. Becker moved to approve Resolution 2018-17 Temporarily Open the HCV Wait List; Ms. Taylor seconded. Motion passed 4-0.

B. Resolution 2018-24 Section 8 HCV Updated Admin Plan

Ms. Taylor moved to approve Resolution 2018-24 Section 8 HCV Updated Admin Plan; Mr. Rubin seconded. Motion passed 4-0.

VIII. New Business

A. Resolution 2018-29 Opening of Federal PH Wait List for 2 bedroom(s)

Mr. Becker asked how many 2-bedroom units we have and Mr. D'Ascoli stated we have 15 units and there are no names on the wait list for them. Mr. Rubin moved to approve Resolution 2018-29 Opening of Federal PH Wait List for 2 bedroom(s); Ms. Taylor seconded. Motion passed 4-0.

B. Resolution 2018-30 RAD Application be filled out by Executive Director

C. Chairman Howroyd called for a motion to add to New Business Resolution 2018-30 RAD Application be filled out by Executive Director. Mr. Becker so moved, Ms. Taylor seconded. Motion passed 4-0. Mr. Becker moved to approve Resolution 2018-30 RAD Application be filled out by Executive Director; Ms. Taylor seconded. Motion passed 4-0.

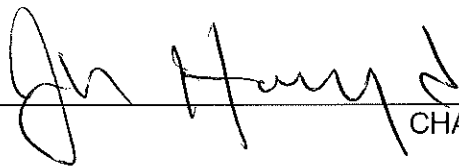
IX. Items for Future Agenda

Chairman Howroyd requested evaluation of the Executive Director be added to the agenda.

X. Executive Session – None

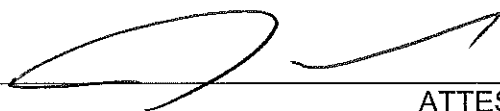
XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Mr. Becker so moved; Ms. Taylor seconded. Motion passed 4-0 at 8:21 pm.



CHAIRMAN

10/22/18



ATTEST:

11/20/18