

June 23, 2021

ZOOM Meeting

Attending: Chairman Josh Howroyd
Tim Becker
Joseph D'Ascoli, Executive Director
Lisa O'Neill
Absent Paul Rubin – Vice Chairman

- I. Meeting Called to Order
Chairman Howroyd called the meeting to order at 6:35 pm.
- II. Adoption of Minutes – Meeting of May 27, 2021
Chairman Howroyd called for a motion to adopt the minutes of May 27, 2021. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0
- III. Correspondence - None
- IV. Accounts Payable - May 2021 Payment Summary & Detail Report
Mr. D'Ascoli reported all is well. Mr. Becker asked about the expense for Security Guards for the Congregate. Mr. D'Ascoli explained that using a Security Guard service it guarantees we have coverage should the guard assigned to the Congregate be out sick.
- V. Executive Director's Report
 - A. Financial Statements – May 2021
Mr. D'Ascoli said MHA is looking good and several of our programs are showing a slight gain. He also reported the cost of food has gone up and he will be putting out an RFP for food service for the Congregate.
 - B. Vacancy Reports – May 2021
Mr. D'Ascoli noted with COVID behind us we can get vacant units filled sooner. He also explained that one unit has been vacant for 79 days. This is due to a tenant passing away and with the courts being closed we were not able to enter the unit until we had court clearance.
 - C. General Information
 1. Update to Pending Tenant Lawsuit
Mr. D'Ascoli updated the Board on the status of this situation. We have gotten no updates from the investigation being done by the insurance company. He does not believe there will be a claim against MHA. He also commended MHA's maintenance department for keeping up with snow removal after each storm.
 2. Hillstown Road Financial Update
Mr. D'Ascoli reported we pay the Town of Manchester quarterly for this property. MHA collects the rent and deducts the maintenance expense.
 3. COVID-19 Update Expense Sheet
Mr. D'Ascoli noted we have not had any new COVID expenses. We will be able to claim employee salaries against this fund and we have until the end of the year to spend down these funds.

4. Update to Utility Ownership
Mr. D'Ascoli disclosed that Attorney Wrona has been researching the ownership of the utility poles, easement, and transformers. To date he has not been able to find any documentation to that effect. We have had conversations with Eversource about taking them back but until MHA upgrades the transformers they will not do so. He also mentioned we have a property on Spruce Street and that portion of the street is owned by MHA, and it is in bad shape. Once we get approval on RAD, we will have funds available to make some improvements.
5. Reminder to Upcoming NERC-NAHRO Conference in July 2021
Mr. D'Ascoli reminded the board of this upcoming conference and asked that if anyone is interested in attending to let him know and he will get them registered.
6. Upcoming CONN-NAHRO Conference in August 2021
Mr. D'Ascoli reminded the board of this upcoming conference and asked that if anyone is interested in attending to let him know and he will get them signed up.
7. Upcoming PHADA Legislative Conference in September 2021
Mr. D'Ascoli reported this conference will be in person September 12, through 14, 2021.
8. Upcoming My First Game – Hartford Yard Goats – July 30, 2021
Mr. D'Ascoli reported now with COVID restrictions scaling back he can get tickets for a game. He asked the Board to let him know if anyone is interested in attending to let him know.
9. Update to Spencer Village Revitalization Project
Mr. D'Ascoli expressed his delight with the progress of this project. It is likely it will be completed by the end of August. We do have an issue with squatters in a unit and are working with the court system about evicting them.
10. Update to RAD
We are working closely with Nathan Bonder and are in the home stretch with our applications for this program. We have talked with Tim O'Neill, and we may have to go with a new pilot program. We have met with David Larson, Town Environmentalist to review our property's to be sure we have not missed any items that need attention. Mr. D'Ascoli also shared that he had a conversation with Gary Anderson from the Town, and he was excited about our Not-For-Profit. This will program will allow MHA to work with the Town on projects for veterans and homeless.

Mr. D'Ascoli mentioned he is still waiting to hear back from HUD regarding the properties on Lisa Drive and if the consider them scattered sites.
11. Update to Re-Opening of the MHA Office
Mr. D'Ascoli explained MHA employees are all back in the office. Participants/tenants can come to the office but by appointment only. There are 4 stations with plexiglass screens that employees can use for meeting with them. Masks must be worn, and we will have thermometers for taking temperatures before the appointment. The primary focus is to keep everyone safe.

12. Update with incident that occurred on June 5, 2021

Mr. D'Ascoli reported there was an incident in one of the Westhill Garden apartments where a guest was murdered.

13. Update of the vacated Tenant Commissioner Board

Mr. D'Ascoli said he will be posting information to all residents about the Tenant Commissioner position. Mailings will be going out on July 1, 2021 informing residents on how to elect someone and possible voting requirements.

Mr. D'Ascoli mentioned to the Board that at the April Board meeting the Board declined Resolution 2021-04 – Emergency Rental for Connecticut Economy which was if a tenant is one year behind in their rent the landlord must forgive the first 2 months, take 85% of the second six months and forgive the last 15%. HUD has now changed it so if a tenant is one year behind in their rent the State will pay 100% of the back rent. He is asking the Board to rescind the resolution.

VI. Chairman's Report - None

VII. Old Business - None

VIII. New Business

1. Resolution 2021-09 – Contract for Carpet and Resilient Floor Services

Mr. D'Ascoli said he put out an RFP for this work and only received one response and that was from our current company Carpet Works. They have provided great service and he recommends we approve them for 3 years. Chairman Howroyd called for a motion to approve Resolution 2021-09 – Contract for Carpet and Resilient Floor Services. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0.

2. Resolution 2021-10 – Energy Service Contract

Mr. D'Ascoli reported he checked with other companies dealing with energy service. One company that he spoke to the prices quoted were not accurate, so he is recommending to the Board that they approve a contract with Secure Energy. Chairman Howroyd called for a motion to approve Resolution 2021-10 – Energy Service Contract. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0.

Chairman Howroyd called for a motion to add to the agenda item Resolution 2021-11 Rescind Resolution 2021-04 – Emergency Rental for Connecticut Economy. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0

3. Resolution 2021-11 to Rescind Resolution 2021-04 – Emergency Rental for Connecticut Economy

Chairman Howroyd called for a motion to Rescind Resolution 2021-04 – Emergency Rental for Connecticut Economy. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0.

4. Resolution 2021-12 Authorize ED to apply to United CT

Chairman Howroyd called for a motion to approve Resolution 2021-12 – Authorize ED to apply to United CT. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0

IX. Items for Future Agenda

Chairman Howroyd asked Board members to send any items to him or Mr. D'Ascoli.

X. Executive Session – None Expected

XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0 at 8:07 pm



CHAIRMAN: 7/21/2021



ATTEST: 7/21/21