

January 19, 2022

Westhill Garden Community Room

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

- I. Meeting Called to Order
Chairman Howroyd called the meeting to order at 6:35 pm.
- II. Adoption of Minutes – Meeting of December 15, 2021
Chairman Howroyd called for a motion to adopt the minutes of December 15, 2021. Ms. O'Neill so moved; Mr. Rubin seconded. Motion passed 4-0.
- III. Correspondence – Audit – Close Out Letter October 1, 2019 – September 30, 2020
Mr. D'Ascoli shared he received the close-out letter from Jason Geel, for the 2019-20 Audit.
- IV. Accounts Payable - December 2021 Payment Summary & Detail Report
Mr. D'Ascoli reported all our bills have been paid. In response to a question about the PHA payment, Mr. D'Ascoli explained the \$13,674 is the annual fee for the software license. This covers our document image support and web design.
- V. Executive Director's Report
 - A. Financial Statements December 2021
Mr. D'Ascoli shared first six months of the year for the Congregate is doing well. The expenses have risen due to food costs going up as well as the cost for paper products. Due to COVID resident's meals are delivered directly to their units rather than gathering in the dining room.

Mr. D'Ascoli reported he has received additional funds from HUD for the Section 8 program in the amount of \$99k.
 - B. Vacancy Reports – December 2021
Mr. D'Ascoli reported all units have been leased up and MHA is in great shape.
 - C. General Information
 1. Memo – Update to Spencer Village Revitalization Project
Mr. D'Ascoli explained this project has been completed. After a review we are able to rearrange some of the of the budget line items. This rearrangement we will be able to have all the siding replaced on the units and install front and back doors on each of the units. These improvements will enhance the curb appeal of this complex. He is hoping to also be able to renovate the office and install security cameras but may have to secure additional funding in order for that to be accomplished.

Comment was made about the loss of revenue for MHA with the selling of this complex. Mr. D'Ascoli explained this is a tax credit project and requires someone with tax credit experience to manage. Should MHA get someone with that expertise we would be able to take back Spencer Street.

2. Memo – Update to RAD

Mr. D'Ascoli stated he and Nathan Bonder met via zoom with the SAC to discuss a disagreement regarding Lisa Drive not being considered a “scattered site”. We are trying to understand why after many, many years of being recognized by HUD as a scattered site and reimbursed accordingly, it is now being denied this classification. We have sent a letter to Andrew Accosto requesting an explanation to this situation. He will keep the board apprised of the response.

3. Save the Date – NAHRO Legislative Conference March 28 - 30, 2022

Mr. D'Ascoli asked any board members interested in attending to let him know so he can get them registered.

4. Retirement – David Daigle Maintenance Foreman

Mr. D'Ascoli told the Board he received notice that after 28 years David Daigle, Maintenance Foreman is going to retire. This is a loss to MHA. He has posted the job on or website and with Indeed.

Mr. D'Ascoli received from Joel Cox, of the Town, N95 masks and 400 COVID test kits to distribute to the residents. He also wants to acknowledge Mike Santoro and Don Janelle for their assistance and support with the pandemic.

VI. Chairman's Report

Chairman Howroyd shared we may have a new tenant commissioner. The Town Board of Directors must appoint this position. He will contact the Town to get this on their agenda for their next Board meeting.

VII. Old Business - None

VIII. New Business

Mr. D'Ascoli shared Windsor Locks Housing Authority (WLHA) is in a midst of placing a search for an Executive Director. They will be placing an advertisement in the near future. The Chairman of their board has reached out with Rick Leco, owner of D & V Mainsail to become a consultant and perhaps hire him to possibly lead the search for the Executive Director position. Mr. Leco had mentioned Joe's name as perhaps to assist them for (x) amounts of hours per week in which the chairperson had mentioned his name to the local HUD Field Office. Also, WLHA is in midst of a RAD conversion. Mr. D'Ascoli had stated that he wanted approval from his Board before any commitment because his loyalty is with the MHA. After a short discussion, Mr. D'Ascoli will discuss with Mr. Leco, how long this interim position will be, number of hours and the compensation.

IX. Items for Future Agenda

Mr. Becker shared he learned that the New Haven Housing Authority has gone paperless and in the near future discuss what it would entail from MHA to go paperless.

X. Executive Session – None

XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 4-0 at 7:30 pm

 2/16/2022

CHAIRMAN

 2/16/22

ATTEST: