

0October 19, 2022

Westhill Garden Community Room

Attending: Chairman Josh Howroyd  
Paul Rubin, Vice Chairman – Via Zoom  
Lisa O’Neill  
Timothy Becker  
Eileen Remillard – Tenant Commissioner

Joseph D’Ascoli, Executive Director

I. Meeting Called to Order

Chairman Howroyd called the meeting to order at 6:31 pm.

Chairman Howroyd called for a motion to suspend the rules to take items under the Executive Report 5C 1 and 2. Ms. O’Neill so moved; Mr. Becker seconded. Motion passed 5-0.

Mr. D’Ascoli introduced Attorney Michael Wrona regarding the ownership of transformers and utility poles at West Hill Gardens complex. Attorney Wrona reported he had written a letter to Eversource regarding this issue and to date has not received a response. After discussing this with Mr. D’Ascoli they decided to file a complaint with the Public Utility Regulatory Authority (PURA). These utility poles were installed in the 60’s and MHA has been trying to work with Eversource about their ownership. Eversource responded stating *“In response to the complaint from Manchester Housing Authority, the transformers in question are owned by them, in which primary metering is installed at the corner of West Center Street and Bluefield Drive. Consistent with standard utility practice, all of the assets inward from that primary metering point are owned and maintained by the Manchester Housing Authority. This was handled with Manchester Housing Authority with our legal a few months back.”* Attorney Wrona shared with was not “handled” as Eversource suggests. He went on to public works states them as public roads, the utility poles are in the public right-of-way. In response to a question from Mr. Becker, Attorney Wrona explained our next step is to move litigate this matter. Eversource does not want to work with us, there is no documentation regarding ownership. Chairman Howroyd added the issue of ownership came about when Eversource marked several utility poles on Bluefield Drive indicating they needed to be replaced. The work stopped when Eversource determined that MHA owned the utility poles. Ms. O’Neill asked if Eversource is aware that MHA has a solar field and in order for MHA to “sell back” power to the grid the utility poles and transformers need to be updated/upgraded. Since ownership has been undetermined this cannot be done. Attorney Wrona said he would send a copy of the letter to Joe.

Mr. D’Ascoli said he has been talking with Attorney Wrona regarding suing Siemens for \$10k in lost revenue for carbon credits. Siemens has not reimbursed MHA for the lost revenue; but they have been diligently working with MHA to get the documentation for the carbon credits registered going back to March 2022. MHA needs to obtain a broker to deal with carbon credits. Attorney Wrona added that he will do whatever the Board decides but there will be legal expenses. Mr. D’Ascoli said MHA is happy with the progress and once we get a broker, we will be getting money coming our way. When asked how much MHA will be getting Mr. D’Ascoli said it will vary on a quarterly basis depending on our solar usage.



II. Adoption of Minutes September 15, 2022

Chairman Howroyd called for a motion to approve the minutes of the meeting of September 15, 2022. Ms. O'Neill so moved. Ms. Remillard seconded. Motion passed 5-0.

III. Correspondence – Rental Assistance Demonstration (RAD) Approval of Disposition of 9 Dwelling Buildings

Mr. D'Ascoli announced that on October 13 HUD approved our application for the RAD program. Next action will be in three phases. Two of the scattered sites will be sold to the Not-For-Profit Program and this business will be managed by project based vouchers. This change will be a win-win for MHA, business will grow, and MHA will be able to help more families. There will be no change to the tenants just the way the business will be done. Mr. D'Ascoli said he will keep the Board informed as this change progresses.

Mr. Becker stated he received a telephone call from a resident with a complaint regarding his neighbors living in the unit next door. Mr. D'Ascoli asked Mr. Becker to contact the resident; and ask them to contact him directly with detailed information regarding their complaint.,

IV. Accounts Payable – September 2022 - Payment Summary & Detail Report

Mr. D'Ascoli reported MHA is in very good shape. MHA has made payment to the Town of Manchester for the Pilot program.

Mr. D'Ascoli explained the window replacement project is going very well. There was one issue regarding "lead" but that has been resolved. This is a \$1.1m project and will result in savings on the heating bills and keeping our residents warm this winter.

V. Executive Report

A. Financial Statements September 2022

Mr. D'Ascoli reported Mr. Counihan could not be with us this evening. Overall, MHA is in good shape. AMP I is down, AMP II is up \$136k. The Congregate shows a loss due to vacancies. MHA was able to evict a resident and get possession of the unit. The COCC shows a healthy gain. Section 8 goes up and down due to payments from HUD and currently shows a \$12k gain. Mr. D'Ascoli gives kudos to the project managers, Martha Bertrand and Stephen Itsou, for keeping the units rented.

B. Vacancy Reports – September 2022

Mr. D'Ascoli reported MHA has 93% of the rents collected. Martha and Stephen are working with problem residents to enter into payment agreements to get caught up. Currently Attorney Wrona has 10 cases of eviction of residents for non-payment of their rent. MHA is faced with several units needing extensive repair. A restoration company was called in for two units at Mayfair Gardens, water damage in two units on Bluefield Drive, and removal of drug paraphernalia on House Drive. MHA was able to take these units offline with the approval of HUD so we were able to continue to receive revenue from HUD.

C. General Information

1. Attorney Michael Wrona – Regarding Utility Poles – See above



2. Attorney Michael Wrona – Regarding Siemens – See above
3. PHADA  
Mr. D'Ascoli asked Board members to let him know if they are interested in attending this conference January 8 – 12. He will get them registered.
4. Circle of Friends – Fall Edition  
Mr. D'Ascoli handed out copies of the latest edition of Circle of Friends created by our Resident Service Coordinator Shannon McKay. Shannon has been doing an excellent job working with our residents and getting different programs for them set up.
5. Management Agreement regarding the operations of the Windsor Locks Housing Authority  
Mr. D'Ascoli reported the contract with Windsor Locks Housing Authority (WLHA) expired on 9/30/22. HUD gave WLHA Commissioners a lengthy report of issues that need to be addressed. Mr. D'Ascoli does not want to leave them high-and-dry and with the Boards approval is willing to stay on until 12/31/22. He will draft an RFP for a Management Company or Executive Director to be hired. After that date MHA will be done supporting them.
6. Manchester Police Explorers  
Mr. D'Ascoli is asking the Board for permission to make a donation for sponsorship to this worthy organization. The Police Explorers will again be hosting a Thanksgiving Meal here at MHA for 50 residents. Reservations must be made and take out service will be provided. Chairman Howroyd and the rest of the board had agreed upon that the MHA can support a \$500 for Gold sponsorship.
7. MHA – Holiday Party  
Mr. D'Ascoli shared MHA will again be having a holiday party. It will be held on Friday, December 9, 2022, at Pastrami on Wry.

VI. Chairman's Report - None

VII. Old Business – None

VIII. New Business

1. Resolution 2022-16 Contract for Hauling and Recycling  
Mr. D'Ascoli sent out an RFP for hauling and recycling service. The only response was received, and that response was from our current company USA Hauling. He requested the Board to approve a three-year contract in the amount of \$47,117.04. In response to a question from MR. Becker. Mr. D'Ascoli said that USA Hauling has been an excellent contractor and responds to requests for temporary dumpsters. Chairman Howroyd called for a motion to approve Resolution 2022-16 Contract for Hauling and Recycling. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 5-0.
2. Resolution 2022-17 - Management Agreement regarding the operations of the Windsor Locks Housing Authority



Mr. D'Ascoli requested the Board adopt a final extension of MHA service to 12/31/22. Chairman Howroyd called for a motion to approve Resolution 2022-17 Management Agreement regarding the operations of the Windsor Locks Housing Authority "final extension". Mr. Becker so moved; Ms. Remillard seconded. Motion passed 5-0.

3. Resolution 2022-18 Temporary Opening of the HCV Waitlist  
Mr. D'Ascoli requested permission from the Board to open the waitlist for Section 8. Applicants can apply directly on line, stop in the office for an application or request an application be mailed to them from November 14 – 18, 2022. Applications must be returned between November 28 to December 2, 2022. Once all the applications a lottery will be performed to select names to be added to the waiting list. Mr. D'Ascoli amended the resolution to read "400 names". Chairman Howroyd called for a motion to approve Resolution 2022-18, with an amendment to read 400 names. Mr. Becker so moved; Ms. Remillard seconded. Motion passed 5-0.

IX. Items for Future Agenda - None

X. Executive Session – None


XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 5-0 to adjourn at 8:07 pm.

Respectively Submitted,

  
\_\_\_\_\_  
Joseph D'Ascoli, Recording Secretary

Attest:

 11/17/2022  
\_\_\_\_\_  
Josh Howroyd, Chairman

