

December 21 2022

Westhill Garden Community Room

Attending: Chairman Josh Howroyd  
Paul Rubin, Vice Chairman – Arrived at 7:10 pm  
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 6:32 pm.

Chairman Howroyd reported Mr. Rubin will be arriving late; and the Board will review other agenda items before approving the November 17, 2022, minutes.

II. Adoption of Minutes November 17, 2022

At 7:15 Chairman Howroyd called for a motion to approve the minutes of the meeting of November 17, 2022. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 5-0.

III. Correspondence –

1. HUD Close Out Letter – Audit Finding October 1, 2020 – September 30, 2021

Mr. D'Ascoli reported he received a the Close Out Letter from HUD. MHA completed the items questioned by HUD. The items questioned were due to software changes to the financial reporting system, COVID and the close out of the projects at Spencer Village and Westhill Gardens Congregate.

Mr. D'Ascoli also shared that Mike Petro has performed MHA's pre-audit review and he is happy to report MHA is in very good shape and ready for Jason to perform our year end audit.

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

Mr. D'Ascoli reported business as usual. The two outstanding expenses were due to installation of some of the new windows in the amounts of \$215,987 and \$24,864.

V. Executive Report

A. Financial Statements – November 2022

Mr. Counihan reviewed the first quarter of the fiscal year does not show very much. He did share that Section 8 shows a loss \$50k due to lack of funding from HUD. HUD will catch up at some point. He also noted MHA will be performing a Budget Revision for the Congregate. This revision is needed due to the rising cost of food and utilities.

B. Vacancy Reports November 2022

Mr. D'Ascoli reported 92% of rents have been collected. MHA has problems with tenants in the scattered sites not paying their rent. MHA took one tenant to court and wanted to evict due to non-payment of rent. The judge denied this request and has given this tenant until March 31 to move out. Two other units are not yet rented due to damage; fire in one of the

units and sewer back up. MHA has been dealing with the insurance company and the remediation company as to the extent of the damage and what needs to be repaired or replaced.

Mr. D'Ascoli explained that come Spring MHA will have ABD check the sewer pipes and report back if they need replacing or repair.

C. General Information

1. Spencer Village Revitalization Project Closing – Completed

Mr. D'Ascoli proudly reported the Spencer Village project has been completed. All expenses have been paid.

2. Westhill Gardens Congregate Revitalization Project Closing - Completed

Mr. D'Ascoli reported he has reviewed the final paperwork and CHFA has made the final payment to the contractor.

3. Response back from Eversource to questions regarding Ownership of Utility Poles

Mr. D'Ascoli explained that Attorney Wrona is unable to attend this meeting tonight. Mr. D'Ascoli said he has spoken with several housing authorities and none of them report owning utility poles or transformers. After a brief discussion the Board requested Mr. D'Ascoli to check with the attorney regarding the research of land records and title searches, doing our due diligence before pursuing a lawsuit against them. Chairman Howroyd added we will follow up with Attorney Wrona to check land records regarding ownership of the utility poles and transformers. These items are 60 plus years old and are probably past their time use. Mr. Rubin stated he would like to know what the procedure for action needs to be and what the cost will be for MHA to pursue this avenue.

4. NERC-NAHRO

Mr. D'Ascoli asked the Board to let him know if they are planning on attending this conference so he can get them registered.

5. Any other information

Mr. D'Ascoli informed the Board that he and Mr. Coughlin attended the board meeting for the Windsor Lock Housing Authority. The Commissioners voted to hire Dearco Management Company to take over the responsibility of this housing authority. MHA's responsibility for the care of this housing authority ends on December 31, 2022; but he will help during the transition and answer any questions as needed.

VI. Chairman's Report

Chairman Howroyd reported the Board will handle the evaluation for Mr. D'Ascoli at the next board meeting. He handed out evaluation forms for the board to complete and bring to the January meeting.

VII. Old Business – None

VIII. New Business

1. Election of Vice Chair (1 Year Term)

Chairman Howroyd called for a nomination of Paul Rubin for the position of Vice Chairman for a one-year term. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 5-0.

2. Resolution 2022-20 – MHA 2023 Board Meeting Dates

Chairman Howroyd called for a motion to approve Resolution 2022-20 MHA 2023 Board Meeting Dates. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 5-0.

3. Resolution 2022-21 – MHA 2023 Public Comment Session Dates

Chairman Howroyd called for a motion to approve Resolution 2022-21 Public Comment Sessions. Ms. O'Neill so moved; Mr. Rubin seconded. Motion passed 5-0.

IX. Items for Future Agenda

Chairman Howroyd mentioned the following items

- Eversource
- Executive Director Evaluation
- Update on Sewer replacement
- Staff for RAD

X. Executive Session – None

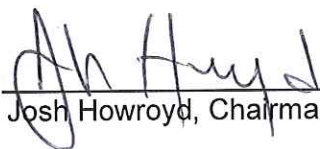
XI. Adjournment

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 7:50 pm.

Respectively Submitted,

  
Joseph D'Ascoli, Recording Secretary

Attest:

  
Josh Howroyd, Chairman

1/18/2023