

January 18, 2023

Westhill Garden Community Room

Attending: Chairman Josh Howroyd
Lisa O'Neill
Timothy Becker
Eileen Remillard – Tenant Commissioner
Joseph D'Ascoli, Executive Director

Absent Paul Rubin, Vice Chairman

I. Meeting Called to Order

Chairman Howroyd called the meeting to order at 6:30

Chairman Howroyd called for a motion to suspend the rules and take item under Executive Session to discuss with Attorney Mike Wrona the strategy regarding a lawsuit against Utility Company. Mr. Becker, so moved; Ms. Remillard seconded. Motion passed 4-0 and the Board entered Executive Session at 6:30 p.m.

Chairman Howroyd called for a motion to end Executive Session. Mr. Becker so moved; Ms. O'Neill seconded. Motion passed at 7:04 pm.

II. Adoption of Minutes December 21, 2022

Chairman Howroyd called for a motion to approve the minutes of the meeting of December 21, 2022. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 4-0.

III. Correspondence –Siemens 4th Year Annual Report July 1, 2001 – June 30, 2022

Mr. D'Ascoli reported we are in year 4 of the contract with Siemens regarding money saved with the solar field. MHA reports \$196,205 which exceeds the amount anticipated we spend. In a question from Mr. Becker Mr. D'Ascoli explained he is in the process of securing a broker to oversee the negotiations regarding carbon credits. This broker will negotiate with Siemens

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

Mr. D'Ascoli reported

V. Executive Report

A. Financial Statements – December 2022

Mr. D'Ascoli shared MHA loos very good.

B. Vacancy Reports December 2022

Mr. D 'Ascoli reported 5 vacant units will be leased up February 1. The one remaining was supposed to be rented but the prospective tenant reneged on the offer. The maintenance crew are doing an excellent job getting units ready to be lease-up in a timely manner. He also reported MHA has 93% of rents paid. The scattered sites are the delinquent ones. MHA is in the legal process of evicting those not paid.

C. General Information

1. NAHRO Legislative Convention March 22-24, 2023

Mr. D'Ascoli asked board members to let him know if they are interested in attending and he will get them registered.

2. Eversource Update – discussed in Executive Session

3. Sewer Replacement

Mr. D'Ascoli explained he has an RFP out to get bids on assessing the condition of the sewer lines at the Westhill Garden properties. This will help us to determine what lines need to be replaced, and hopefully prevent the need for emergency repairs to sewer and water lines.

4. Staff Training for RAD

Mr. D'Ascoli stated he has been speaking with Nathan Bonder and he estimates May or June to start getting staff trained on the RAD process. In response to a question from Mr. Becker, Mr. D'Ascoli explained that our accounting package, PHA Web, is well versed in RAD. MHA will have to have 3 different accounts to handle our business. Mr. Becker asked if MHA will have reassess their assets for depreciation schedule.

5. Circle of Friends – January 2023 Edition

Mr. D'Ascoli passed out the latest edition of Circle of Friends. Shannon McKay is doing an excellent job with keeping resident informed.

6. Resignation of Asst. Foreman Peter Barnett

Mr. D'Ascoli announced the resignation of Assistant Foreman Peter Barnett. He will check with current staff to see if anyone is interested in applying for the position. He will contract with Rick Leco to do the interview process with internal candidates. This will avoid any show of favoritism among internal candidates. After this process he will advertise for external candidates.

In response to a question from Mr. Becker Mr. D'Ascoli said yes, he is interested in entering into a partnership with The Town of Manchester to developing vacant schools. This project would fall under one of our Non-Profit organizations. Housing Authorities cannot own property. He share with the Board that he has sent out RFP's for three architectural firms, one small, medium and large to be in a contract with MHA to be on call for when we decide on possible developments.

7. Any other information - None

VI. Chairman's Report - None

VII. Old Business - None

VIII. New Business - None

IX. Items for Future Agenda

Chairman Howroyd stated the status of the lawsuit with Eversource will be added to the agenda under Executive Session at the next board meeting. He requested board members let him or Mr. D'Ascoli know of any other items to be added to the agenda.

X. Executive Session

1. Executive Director Evaluation – See above

Chairman Howroyd called for a motion to move into Executive Session. Ms. O'Neill so moved; Ms. Remillard seconded. The motion passed 4-0 and board moved to Executive Session at 8:14 p.m.

Chairman Howroyd called for a motion to end Executive Session. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 4-0 at 8:41 pm.

2. To discuss strategy regarding lawsuit against Utility Company – See Above


XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 4-0 to adjourn at 8:42 pm.

Respectively Submitted,


Joseph D'Ascoli, Recording Secretary

Attest:


Josh Howroyd, Chairman

2/16/2023