

# CORPORATE MINUTES - BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF MANCHESTER

2023

February 16, 2023

Westhill Garden Community Room

Attending: Chairman Josh Howroyd  
Lisa O'Neill  
Timothy Becker  
Eileen Remillard – Tenant Commissioner  
Absent Paul Rubin, Vice Chairman

Joseph D'Ascoli, Executive Director

## I. Meeting Called to Order

Chairman Howroyd called the meeting to order at 6:33 pm.

Chairman Howroyd called for a motion to suspend the rules and take agenda items under #5 Executive Report (C) General Information item 1. Siemens. RAD Update. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 4-0.

Mr. D'Ascoli introduced Ms. Lisa Schoonerman and Mr. Eric Russell from Siemens via Zoom. Mr. Russell gave an overview of the \$69,300 savings MHA has received over a four-year period. In response to a question from Mr. Becker, Mr. Russell gave a broad overview of how the utility savings are calculated from year to year. When this program was set up the annual percentage used was 3%. Mr. Becker questioned the savings over cost. Ms. Schoonerman explained the cost was not just equipment, but it included cost savings energy upgrades. She also stated there is a reduction in greenhouse gasses, emissions reduction and saving of 135 metric tons of CO2. There has been a total of 634 metric tons saved since the inception. Mr. Becker asked if Siemens was planning on compensating MHA for the loss in carbon credits for that period of time. Mr. D'Ascoli reported he has been working with Siemens to get the carbon credit paperwork completed. He found a broker and today sold 38 carbon credits for \$1,254 to the broker. In response to a question from Ms. O'Neill Mr. Russell explained that MHA has been diligent in making cost saving measures and the predictions for cost savings were good.

Chairman Howroyd called for a motion to suspend the rules and take agenda items under #5 Executive Report (C) General Information item 2, Utility Poles Update and 3, RAD Update. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 4-0.

Mr. D'Ascoli introduced Nathan Bonder. Mr. Bonder updated the Board on the status of the RAD conversion project. Phase 1, Section 18 the disposition of Scattered sites is going smoothly. We still need to dot some "i's" and cross some "t's". Letters will be mailed to the tenants informing them of the changes in the next few days. The RAD is moving 48 units out of Public Housing, calculation of the Energy Performance Contract (EPC) and then MHA will need approval from HUD. Chairman Howroyd added that MHA will transfer these properties to Non-Profit. In response to a question from the Board, Mr. Bonder suggested MHA get a payment In Lieu of Taxes (PILOT) agreement because of the transfer of these properties from one entity to another. The Town will be getting the same amount from MHA. Chairman Howroyd added MHA would like to partner up with the Town for housing projects.

Mr. D'Ascoli introduced Attorney Michael Wrona to discuss the update of the Utility Poles. Attorney Wrona reported he researched files in the Building Department. He found a permit for Westhill Garden complex showing it was built by Green Manor Construction. There is reference to the electrical distribution system, but no map was found. He did speak with the Chief Town Inspector, and he stated there is no map in the files but thinks it was former Army Housing. The Town has never replaced the lights and Eversource says MHA owns the poles and transformers. The utility poles are in the public right of way; in 1959 MHA took title of Bluefield Drive and in 1962 title to House Drive, Case Drive and McGuire Lane. There is a quit claim for the roads, they are public roads, but the Town has no knowledge of who installed the poles or transformers. Chairman Howroyd added this was originally federal housing postwar for veterans working at Pratt & Whitney.

In response to a question from Mr. Becker, Attorney Wrona shared Eversource cannot show the court who installed the poles, and he does not know what the judge will do. There may be a pre-trial conference or Settlement Conference. It may be that Eversource and MHA split the cost of repair or replacement of the poles and transformers.

Chairman Howroyd called for a motion to suspend the rules and add to the agenda under New Business – Authorization for Litigation. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 4-0.

Chairman Howroyd called for a motion to take New Business item #1 Complaint The Housing Authority of the Town of Manchester versus The CL&P company doing business as d/b/a Eversource Energy. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 4-0.

II. Adoption of Minutes January 18, 2023

Chairman Howroyd called for a motion to approve the minutes of the meeting of January 18, 2023. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 4-0.

III. Correspondence –

1. HUD – PHAS Scores

Mr. D'Ascoli received the PHAS report from HUD. The low scores were due to physical conditions. These units were removed from the PIC system due to the RAD conversion and should not have been inspected by HUD. In response to a question from Mr. Becker. Mr. D'Ascoli stated the financial information was obtained from the Audit information.

IV. Accounts Payable – January 2023 - Payment Summary & Detail Report

Mr. D'Ascoli reported we are in good shape, nothing outstanding.

V. Executive Report

A. Financial Statements – January 2023

Mr. D'Ascoli shared AMP1 shows a gain of \$82,777; AMP2 a gain of \$70,521; the Congregate shows a gain of \$17,366; the COCC shows gain of \$10,143 and Section a loss of \$13k. He received notification from HUD that MAH will be receiving a 12.5% increase in funding. The CERP program shows a plus of \$9,600.

B. Vacancy Reports January 2023

Mr. D'Ascoli reported 94% of rents have been collected. MHA has problems with tenants in the scattered sites paying rent and those behind have been taken to court.

C. General Information

1. Siemens – Lisa Schoonerman and Eric Russell

See above.

2. Utility Poles update Attorney Michaelk Wrona

See above.

3. RAD Update - Nathan Bonder

See above.

4. Proposed Westhill Garden Congregate Increase (Base Rent & Services)

Mr. D'Ascoli informed the Board of a proposal to increase the base rent and services at the Congregate. The proposal is for an increase in the base rent of \$25 and an increase in the food services of \$70 per resident. The last time prices at the Congregate were increased was 4 years ago. Residents have been notified of the proposed increases, by April 1 MHA will notify the Department of Housing of the proposal. DH can approve to reject the proposal. If they approve it paperwork will be completed, and the increase will take effect on June 1, 2023.

5. PHADA 2023 Annual Conference & Exhibition Mary 24 – 24, 2023

Mr. D'Ascoli asked board members to notify him if they are interested in attending this conference so he can get them registered.

6. Any Other information

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. Complaint The Housing Authority of the Town of Manchester versus the CL&P company doing business as d/b/a Eversource Energy.

2. Chairman Howroyd called for a motion to approve complaint The Housing Authority of the Town of Manchester versus The CL&P company doing business as d/b/a Eversource Energy. Ms. O'Neill so moved; Ms. Remillard seconded. Motion passed 4-0.

IX. Items for Future Agenda

Chairman Howroyd requested Board members to forward any agenda items to him or Mr. D'Ascoli.


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,

  
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Joseph D'Ascoli, Recording Secretary

Attest:  3/15/2023  
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Josh Howroyd, Chairman