

November 21, 2024

Westhill Garden Community Room

Attending: Chairman Josh Howroyd
Paul Rubin, Vice Chairman
Lisa O'Neill, Commissioner
Timothy Becker, Commissioner
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.

II. Adoption of Minutes

Chairman Howroyd called for a motion to approve the minutes of the meeting of September 18, 2024. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 4-0 and one abstention.

III. Special Guests

1. Nathan Bonder (LIHTC Development GROUP) 2nd Phase of RAD

Mr. D'Ascoli introduced Nathan Bonder from LIHTC via Zoom. Mr. Bonder explained the status of the RAD Conversion. HUD has approved our RCC (RAD Conversion Commitment) application. Now legal staff will work out the details to close. MHA is hoping to close this second phase by early 2025. The MHA will be looking to submit an application for Phase III (remaining 243 units) by the end of this year so that we can lock the previous year's subsidy rates. MHA needs to schedule two tenant meetings to keep them apprised of the status. He will keep the Board updated on the status.

Mr. D'Ascoli added that he had a tenant information meeting and approximately 80 people attended. There was much confusion with the wording in the letter that HUD sent out. He explained to residents the meaning of the word conversion. Conversion means changing the program of financial assistance for residents and not physical changes to the unit.

2. Atty Michael Wrona Halloran & Sage LLP – Update RE: Eversource and RAD

Attorney Wrona updated the Board on the status of the suit with Eversource. We are in the deposition process and MHA may need to hire an expert witness who is willing to talk on MHA's behalf because there is no paperwork showing the ownership of utility poles. In response to a question from Mr. Rubin, Atty. Wrona explained since there are no previous cases of this nature thus expert witness will be able to explain the public right-of-way and ownership of utility poles. Chairman Howroyd reminded the Board we have a trial date in 2025. In response to a question from Mr. Becker, Atty Wrona said MHA will first have a settlement conference with Eversource. And if this is not settled at that time, and we go to court it will be a bench trial. Mr. D'Ascoli stated he has spoken with several housing authorities asking if anyone has faced this situation with utility

poles and the right-of-way. He said that Eversource wants to charge East Hartford Housing Authority for the utilities used for the automobile charging stations.

IV. Correspondence –

Mr. D’Ascoli had reported that he had received the documentation from HUD approving the MHA - RAD Conversion for Westhill Gardens (48 units) dated 10/11/24.

V. Accounts Payable

1. September 2024 & October 2024 Payment Summary & Detail Report

Mr. D’Ascoli reported all invoices are paid up to date and if there are any questions the board had a copy of the detailed report for their review.

VI. Executive Report-

A. Financial Statements – September & October 2024

Mr. Robert Counihan reported we only have September to report. Mr. Counihan indicated that for the year AMP I has an operational gain of roughly \$108k and that AMP II has a gain of roughly \$306k. Utilities are less than expected and we are in good shape. The RAD program only covers a 6–7-month period and so far, we are in good shape. MHA has not received the full income amount from HUD. The Congregate is 3 months into their fiscal year. Admin shows a \$4,800 increase and services \$22k. COCC reports a \$143k increase for the year. All are on budget. In response to a question from Chairman Howroyd, Mr. Counihan reported that HUD is shorting MHA \$7k for the RAD program. MHA does not have any reserves for RAD and Mr. Counihan shared we started at ground zero with the RAD program.

B. Vacancy Reports – October 2024

Mr. D’Ascoli reported kudos to the property managers Martha Bertrand and Steven Itsou for getting units leased up and seeing that tenants keep up with paying their rent.

C. General Information

1. Draft – Public Comment Sessions for 2025

Mr. D’Ascoli shared the calendar of dates for public comments for 2025. He will present the finalized calendar for approval at the December Board meeting.

2. Draft – Board of Commissioners Board Meetings for 2025

This calendar will be approved at the December Board meeting.

3. Draft-Observed Holidays 2025

This calendar will be approved at the December Board meeting.

4. Updated Board of Commissioners Term Limits

Mr. D’Ascoli updated the board members on their terms for office.

5. Election of Officer (just a reminder for December Board meeting)

6. Election of Chair (3-year term just a reminder for December Board meeting)
7. Election of Vice Chair (1 year term just a reminder for December Board meeting)
8. PHADA 2025 Commissioner Conference January 6-8, 2025, Miami FL
Mr. D’Ascoli asked board members to let him know if they are interested in attending this conference.
9. Newsletter – Circle of Friends (Fall Edition)
Mr. D’Ascoli commended Shannon McKay on the fall edition of Circle of Friends.
10. MHA - Annual Holiday Party – Friday December 6, 2024
Mr. D’Ascoli reported only 7 staff members replied to the invitation to the Holiday gathering on December 6. This event will be cancelled.
11. CONN NAHRO – Annual Holiday Party – Friday December 13, 2024
Mr. D’Ascoli asked if any Board members are interested in attending this event to let him know.
12. Any Other Information
Mr. D’Ascoli reported NERC NAHRO has scheduled a conference for February 3-5, 2025. He asks if anyone is interested in attending to let him know and he will get them registered.

Mr. D’Ascoli reported that the Executive Director of the Vernon Housing Authority has resigned. With this resignation Mr. John D’Amelia is asking that MHA take over his CERP voucher program that VHA currently runs.

VII. Chairman’s Report – None

VIII. Old Business – None

IX. New Business

1. Resolution 2024-22 Section 8 Management Assessment Program (SEMAP) Certification
Mr. D’Ascoli had explained to the board that he has reviewed all the necessary documents on the MHA self-certification of its Section 8 Program. Chairman Howroyd had called for a motion to approve Resolution 2024-22 SEMAP Certification. Ms. O’Neill so moved; Mr. Rubin seconded. Motion passed 5-0.
2. Resolution 2024-23
Mr. D’Ascoli had explained that the GSA Federal stipend is very low on travel expenses. After speaking with other Executive Directors in CT to see what they are doing for traveling stipends they are issuing a \$135.00 per day. After a lengthy discussion amongst the board, the Board Chair had entertain a motion to accept the \$135.00 per day stipend. Chairman Howroyd had called a motion

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to approve Resolution 2024-23 Travel Stipend. Mr. Becker so moved; Ms. O’Neill seconded. Motion passed 5-0.

3. Resolution 2024-24 Laundry Contract

Mr. D’Ascoli had explained he did not need a resolution for this contract since no Federal Dollars are being used but wanted to bring to their attention the Washer and Dryer agreement. As explained, the MHA will be receiving a revenue share commission per year. After a lengthy discussion the Board had decided to entertain a motion. Chairman Howroyd had called a motion to approve Resolution 2024-24 Laundry Contract. Ms. O’Neill so moved; Mr. Rubin seconded. Motion passed 5-0.

X. Items for Future Agenda

None

XI. Executive Session

None

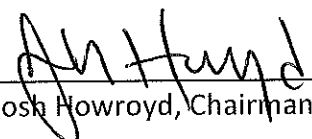
XII. Adjournment

XIII. Chairman Howroyd had called a motion to approve adjourn the meeting. Ms. O’Neill so moved; Ms. Remillard seconded. Motion passed 5-0.

Respectively Submitted



Joseph D’Ascoli, Recording Secretary

Attest:  12/18/2024
Josh Howroyd, Chairman