

MINUTES FROM THE BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF MANCHESTER

2026

January 20, 2026

Westhill Gardens
24 Bluefield Drive
Manchester, CT. 06040

The Board of Commissioners of the Housing Authority ("Authority") of the Town of Manchester held its Regular Scheduled Board meeting on Tuesday January 20, 2026. The meeting was held in person with an option of zoom. The meeting was called to order at 6:30 p.m. by Chairperson Josh Howroyd

I. Meeting Called to Order

Upon roll call, the following members were in attendance, Chairman Josh Howroyd; Vice Chair Paul Rubin; Commissioner Lisa O'Neill; Commissioner Timothy Becker; and Tenant Commissioner Eileen Remillard

Also, in Attendance Executive Director Joseph D'Ascoli, Tax Credit LIHTC & Leasing Specialist Angie Ruiz and Karen Abraitis

II. Adoption of Minutes

A motion was made by Commissioner O'Neill and seconded by Commissioner Becker to approve the minutes of the Regular Scheduled Board Meeting of December 17, 2025. The motion passed unanimously 5-0.

III. Correspondence

No correspondence was presented

IV. Accounts Payable

Executive Director D'Ascoli reported that the December 2025 Payment Summary and Detail Report had been emailed to the Board on January 14, 2026. No questions from the Board were raised.

V. Executive Report

1. **Financial Statements for December 2025;** In the absence of Finance Director Robert Counihan, Executive Director D'Ascoli reviewed the December Financials, noting that the report reflects the new fiscal year beginning October 1, 2025. Mr. D'Ascoli reported the Federal Income is \$317k, Expenses \$136k for an increase of \$182. RAD program shows a fiscal year income of \$891k and expenses \$847k for a profit of \$44k. The congregate for the first 6 months of their fiscal year shows a decrease of \$32k. Service is up \$7k and depreciation of approximately \$26k. The COCC I down \$389. The HCV program shows a loss of \$237k, Administrative fees \$31k. The SERP program is showing for the fiscal year ending 2025 profit of \$27k

2. **Vacancy Report for December 2025;** Collected rent stands at 95%. Property Managers and the Resident Services Coordinator have been directed to contact households with outstanding balances.

3. General Information

Eversource Update

Mr. D'Ascoli reported he is having problems with Eversource returning telephone calls. He has discussed this with Attorney Wrona. He will report back to the Board the status at the next meeting.

- a) Eversource Update. Executive Director, Mr. D'Ascoli had stated that he had tried to reach out to the three contractors by telephone and via email and had cc'd our Attorney Michael Wrona but to no avail from any of the contractors
- b) Executive Director, Mr. D'Ascoli has reminded the BOC if anyone is interested in attending the upcoming NAHRO Convention to please let him know so that he can properly register the individual Board Member.
- c) Executive Director, Mr. D'Ascoli provided an update on the 3rd Phase of the RAD. Mr. D'Ascoli has stated to them that a Request for Proposal should be going out sometime in January 2026 to solicit a General Contractor for this project once we finally get the HUD approval and lending piece with Bedford Lending
- d) Executive Director, Mr. D'Ascoli wanted the BOC to know that a former Maintenance Employee has applied for Unemployment Compensation and was granted the claim.
- e) Executive Director, Mr. D'Ascoli wanted to inform the BOC that a new RFP for Legal Counsel with a response due date of January 9, 2026.
- f) Executive Director, Mr. D'Ascoli wanted to inform the BOC regarding Eversource. Atty Wrona had indicated that their was no movement regarding anyone that would bid on the installation of the poles, wires, and transformers from an outside entity. I had asked Atty Wrona to contact Eversource Attorney to seek other remedies prior to April 2026.

VI. Chairman Report

Chairperson Howroyd had indicated that he has no report at this time.

VII. New Business

1. Resolution 2026-01 Authorization Award of Legal Services Contact(s)

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Mr. D'Ascoli reported to the Board he mailed RPF's to numerous law firms and received several responses. After careful review of their proposals, the rating and ranking sheet were presented to the board for their review and discussion. After discussion of the Resolution a motion by Commissioner O'Neill and second by Commissioner Rubin, Resolution 2026-01 was adopted unanimously, 5-0

VIII. Old Business

No items were presented

IX. Items For Future Agenda

No items were presented

X. Executive Session

No Executive Session at this time

XI. Adjournment

With no further business, Commissioner O'Neill moved to adjourn, seconded by Commissioner Remillard. The motion passed unanimously, 5-0, and the meeting adjourned at 7:01 p.m.

Respectively Submitted



Joseph D'Ascoli, Recording Secretary

Attest:



Josh Howroyd, Chairman

2/18/2026