

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

2026

June 17, 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 regularly scheduled Board Meeting on Wednesday, June 17, 2026. The meeting was held in person with a Zoom option. The meeting was called to order at 6:32 p.m. by Chairperson Josh Howroyd.

I. Meeting Called to Order

Upon roll call, the following members were in attendance: Chairperson Josh Howroyd; Vice Chair Paul Rubin; Commissioner Lisa O’Neill; and Commissioner Timothy Becker.

Absent: Tenant Commissioner Eileen Remillard

Also in attendance were Executive Director Joseph D’Ascoli and Karen Abraitis.

II. Adoption of Minutes

A motion was made by Commissioner O’Neill and seconded by Commissioner Rubin to approve the minutes of the Regular Scheduled Board Meeting of May 13, 2026. The motion passed 3-0 with 1 abstention.

III. Correspondence – None

IV. Accounts Payable - May 2026 Payment Summary & Detail Report

Mr. D’Ascoli stated that MHA is doing very well.

V. Executive Report

A. Financial Statements – May 2026

Mr. D’Ascoli stated that Mr. Counihan would not be attending the meeting. Mr. D’Ascoli reported that, eight months into the fiscal year, the AMPs show a gain of \$116,000 and MHA should be in good shape by year-end. The RAD program shows a gain of \$197,000 for the first five months. The Congregate program shows a slight loss of \$26,000 for its first 10 months. The COCC shows a gain of \$61,000 ahead of budget for its first eight months. The HCV Program administrative fees show a gain of \$66,000, while HAP reflects a \$27,000 loss. Section 8 should recoup this once HUD catches up with its payments. The J. D’Amelia program reports a \$20,000 gain, which will be transferred to the COCC program at year-end. In response to a question from the Board, Mr. D’Ascoli explained that this program includes State RAP, ERAP, and regular Section 8.

Mr. D’Ascoli shared that he hired Mr. Robin Perez for the Tax Credit and Property Manager position.

He also commended the Maintenance crew for its work turning over units and preparing them for rental.

B. Vacancy Reports May 2026

Mr. D'Ascoli reported that MHA is in good shape with vacancies. MHA has a total of three units throughout its portfolio to lease up, one of which is going through Probate Court because MHA needs to gain possession of the unit due to the recent death of the head of household.

C. General Information

1. MHA submitted the 2026 Spring Development Engagement Process (DEP) submission for Spencer Village on behalf of Spencer Village LLC. Mr. D'Ascoli explained to the Board that he submitted a proposal to DOH. Mr. D'Ascoli, along with Deputy Director Stephen Itsou and Helen Muniz of J. D'Amelia and Associates, met with representatives from DOH. MHA has been informed that it is eligible for a Development Loan of \$300,000 but is not eligible for the State SHARE Program. MHA will look into other opportunities for which it may be eligible.
2. CONN NAHRO – 2026 Annual Conference, August 23–26, 2026, Mohegan Sun. Mr. D'Ascoli asked that any members of the Board who would like to attend please notify him so he can register them for the conference.
3. Mr. D'Ascoli presented the Board with a memo pertaining to the funding application under the FUPY Program and stated that, prior to the Board meeting that evening, MHA had been awarded one FUPY voucher.
4. Other Information – None

VI. Chairman's Report

Chairman Howroyd reported that he had just returned from the PHADA Conference in Chicago with the Executive Director. He commented on the quality of the PHADA sessions and noted how well respected the Executive Director is within the industry group.

VII. Old Business - None

VIII. New Business

1. Resolution 2026-12: Update to 2026 Federal Public Housing ACOP
Mr. D'Ascoli explained that several changes to the ACOP were necessary. Once approved by the Board, the updated plan will be posted on MHA's website. In response to questions from the Board, Mr. D'Ascoli explained that the changes relate to Sections 102 and 104, including income changes for children, an increase in the elderly and disabled deduction from \$400 to \$450, and an increase in the medical expense threshold

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from 3% to 10%. These changes take effect on January 1, 2027. He also noted that computer and software companies cannot make the required changes to MHA's operating systems in time to implement these updates. Chairman Howroyd called for a motion to approve Resolution 2026-12, Update to 2026 Federal Public Housing ACOP. Ms. O'Neill so moved. Mr. Rubin seconded. Motion passed 4-0.

2. Resolution 2026-13: Updated Section 8 HCVP Admin Plan

Mr. D'Ascoli explained that the same changes to the Federal Public Housing ACOP also apply to the Section 8 HCVP Admin Plan. Chairman Howroyd called for a motion to approve Resolution 2026-13, Updated Section 8 HCVP Admin Plan. Ms. O'Neill so moved. Mr. Rubin seconded. Motion passed 4-0.

3. Resolution 2026-14: MHA 1-Year Plan

Mr. D'Ascoli reported that the 1-Year Plan has been updated, with the most significant change being the final phase of the RAD conversion of the remaining 243 units. Once completed, all Federal Public Housing units will be converted to RAD. MHA anticipates that, if all goes well, the RAD transaction will be completed by the first quarter of 2027. Chairman Howroyd called for a motion to approve Resolution 2026-14, MHA 1-Year Plan. Ms. O'Neill so moved. Mr. Becker seconded. Motion passed 4-0.

IX. Items for Future Agenda - None

Chairman Howroyd called for a motion to suspend the rules and enter Executive Session to discuss pending litigation with Eversource. Mr. Rubin so moved. Ms. O'Neill seconded. Motion passed 4-0. Executive Session began at 7:41 p.m.

X. Executive Session

The Board returned to open session at 8:31 p.m. No votes were taken and no decisions were made during Executive Session. A motion to note this for the record was made by Mr. Becker and seconded by Mr. Rubin. Motion passed 4-0.

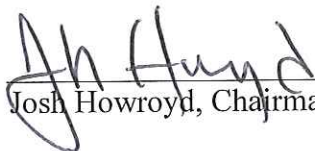
XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved. Mr. Becker seconded. Motion passed 4-0. The meeting adjourned at 8:31 p.m.

Respectfully Submitted


Joseph D'Ascoli, Recording Secretary

Attest:

 7/22/2026
Josh Howroyd, Chairman