MINUTES FROM THE BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF MANCHESTER | 2026

October 21, 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, October 21, 2026. The meeting was held in person with a Zoom option. The meeting was called to order at 6:33 p.m. by Chairperson Josh Howroyd.

I. Meeting Called to Order

Upon roll call, the following members were in attendance: Chairperson Josh Howroyd; Commissioner Lisa O'Neill; Commissioner Timothy Becker; and Tenant Commissioner Eillen Remillard. Vice Chair Paul Rubin arrived at 6:38 p.m.

Also in attendance were Executive Director Joseph D'Ascoli and Karen Abraitis, and Via Zoom were Robert Counihan and Leah Brouillard.

II. Adoption of Minutes

A motion was made by Commissioner Becker and seconded by Commissioner O'Neill to approve the minutes of the regularly scheduled Board Meeting of September 16, 2026. The motion passed 4-0.

III. Correspondence –

Mr. D'Ascoli shared with the Board a letter he received from HAI regarding loss the prevention fund. It has been approved for $224,503. This will cover the cost of cameras and security doors.

IV. Accounts Payable – September 2026 Payment Summary & Detail Report

Mr. D'Ascoli provided a summary report, along with a detailed report of all payments issued during the calendar month of September 2026. There were no questions from the Board of Commissioners.

V. Executive Report

A. Financial Statements – September 2026

Mr. D'Ascoli introduced Leah Brouillard, MHA's new financial accountant.

Mr. Counihan reported the YE September 30 that we will be closing the books on Friday. MHA is showing a profit on the Federal side of $116k. We are 8 months into the RAD program, and we should show a gain at year end. HUD has caught up with the HCV subsidy.

Mr. D'Ascoli reported on the Fed side showing a profit of $22,664. Eight months into the RAD program shows a profit of $245,882. The Congregate is three months into their fiscal

year and shows a loss of $4,800. The COCC shows a gain of $144,488. The John D'Amelia program shows a gain of $8,600. Spencer Village, since MHA has taken it back from DeMarco Management, is showing a gain of $154,000. We are doing very well. Mr. Counihan shared he will be working on preparing a budget for Spencer Village for next year. Once the final steps to the RAD program MHA will not have a federal side of business.

B. Vacancy Reports September 2026

Mr. D' Ascoli reported 227A has been leased up and we have three other units that are waiting to be leased up. We are still in court regarding the 7 Lisa Drive Unit as there is a squatter in the unit. Unit 56A has had a squatter residing in the unit for the last two years. Mr. D'Ascoli complimented the property managers and maintenance staff for jobs well done getting the units ready for lease up.

Mr. D'Ascoli shared he has hired two maintenance workers and overall, we are in very good shape.

C. General Information

1. Spencer Village Newsletter – September Issue
   Mr. D'Ascoli reported that Robin Perez was the new property manager for Spencer Village and had kept residents engaged and informed about activities and important unit-related information.

2. Meeting with Vets on 10/5 at Senior Center
   Mr. D'Ascoli met with Vets on October 5 at the Senior Center. It was a very productive meeting learning about the wants and needs of veterans.

3. Memo – RAD III Update
   Mr. D'Ascoli shared MHA is moving along with the final stage of the RAD program. We are currently waiting for HUD to get back to us regarding the Radon and Lead testing. He has spoken with Tom Arcari, the Architect, has been talking with La Ross group – the general contractors. The board asked about the amount of the loan. He is figuring out $20 - $25 million. This should cover renovation of the kitchens, bathrooms, doors, siding and landscaping

VI. Chairman's Report – None

VII. Old Business - None

VIII. New Business –

1. Resolution 2026-23 Revision to Employee Cost of Living Increase
   Mr. D'Ascoli reported to the board a typographical error on Resolution 2026-23. No other changes were made. Chairman Howroyd called for a motion to approve

Resolution 2026-23 Revision to Employee Cost of Living Increase. Ms. O'Neill so moved. Mr. Becker seconded. Motion passed 5-0.

IX. Items for Future Agenda –
Chairman Howroyd asked Board members to submit proposed future agenda items to him or to Mr. D'Ascoli.

X. Executive Session -regarding pending litigation with Eversource

Chairman Howroyd called for a motion to move into Executive Session to discuss the pending litigation involving Eversource. Commissioner Becker so moved. Commissioner O'Neill seconded the motion. The motion passed 5-0 7:15 p.m.

Chairman Howroyd called for a motion to leave Executive Session at 7:29 p.m. Commissioner Becker so moved. Commissioner Rubin seconded the motion. The motion passed 5-0. No votes were taken during Executive Session.

XI. Adjournment
Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved. Mr. Becker seconded the motion. The motion passed 5-0, and the meeting adjourned at 7:29 p.m.

Respectfully Submitted

Joseph D'Ascoli, Recording Secretary

Attest: 11/18/2026
Josh Howroyd, Chairman