

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

2026

May 13, 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 Wednesday, May 13, 2026. The meeting was held in person with a Zoom option. The meeting was called to order at 6:35 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 Tenant Commissioner Eileen Remillard

Absent: Commissioner Timothy Becke

Also in attendance were Executive Director Joseph D’Ascoli, Robert Counihan, Angie Ruiz, 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 April 15, 2026. The motion passed 4-0

III. Special Guest – Jason Geel – Managing Partner Geel LLP

Mr. D’Ascoli introduced Jason Geel to the Board. Mr. Geel gave an overview of MHAs YE Audit. He reported that one audit finding is the delay in getting the pension information on time from HUD. There is no concern about the transaction business. There are no Congregate audit findings. One concern is the number of adjustments that are made, this year there were 32 adjustments which were more than in years past. Accounts payable need to do more before the year end process. Mr. Geel reported that the Capital Assets were transferred to the new RAD II. On the third opinion on the Federal side the HCV program staff is doing a very good job. He wants to be sure MHA is getting all the Admin. fees that they deserve.

Spencer Village always ends the year end on the negative side as they do not retain assets. Mr. Geel reported MHA has good cost controls with revenue increasing

IV. Correspondence – Manchester Fire Department – Fire Incident Report of Sunday, April 5, 2026

Mr. A D’ Ascoli sadly reported that the tenant from the unit passed away. The Fire Department closed the case and stated the fire was caused by the tenant smoking in her unit resulting in the oxygen tank exploding.

- V. Accounts Payable April 2026 Payment Summary & Detail Report
Mr. D'Ascoli stated MHA is doing very well.

VI. Executive Report

- a. Financial Statements – April 2026
Chairman Howroyd tabled this item.
- b. Vacancy Reports April 2026
Mr. D'Ascoli reported MHA is in good shape. Unit 275B is complete but we are finding it hard to lease up due to it being a studio. Unit 279A is offline. He reported the 8 duplex units are behind in rent. The property managers and new legal firm are following up on these delinquent rents.
- c. General Information
1. Inter Office Memo – NSpire Inspection Results from April 15, 2026
Mr. D'Ascoli said Mayfair Gardens and Lisa Drive were inspected. MHA scored 85 out of 100, resulting in a B rating. This program does
 2. Employee Resignation
Mr. D'Ascoli shared with the board that Angie Ruiz has tendered her resignation.
 3. Any Other Information
Mr. D'Ascoli reported he will have a kick-off call with HUD regarding the final phase of the RAD conversion.

VII. Chairmans Report

Chairman Howroyd reported he met with residents from Mayfair Gardens.

VIII. Old Business - None

IX. New Business

- a. Resolution 2026-10 Update Utility Allowance Schedule
Mr. D'Ascoli shared with the Board the new utility allowance schedule and asked for their approval. Chairman Howroyd asked for a motion to approve Resolution 2026-10 update Utility Allowance Schedule. Ms. O'Neill so moved Ms. Remillard seconded. Motion passed 4-0.
- b. Resolution 2026-11 Updated 2026 Income Limits Summary
Mr. D'Ascoli asked the Board for approval of the Income Limits Summary. HUD makes these changes on a yearly basis. Chairman Howroyd called for a motion to approve Resolution 2026-11 Updated 2026 Income Limits Summary. Ms. O'Neill so moved. Mr. Rubin seconded. Motion passed 4-0.

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X. Items for Future Agenda

Items are General Contractors and FOI status.

Chairman Howroyd called for a motion to suspend the rules and enter Executive Session to discuss pending litigation with Eversource. Motion made by Mr. Rubin and seconded by Ms. O'Neill. Motion passed 4-0. Executive Session began at 7:34 p.m.

XI. Executive Session

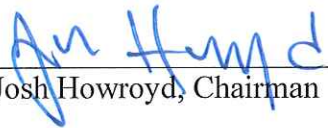
The Board returned to open session at 7:54 p.m. No votes were taken and no decisions were made during Executive Session. Motion to note for the record made by Ms. O'Neill and seconded by Mr. Rubin. Motion passed 4-0.

XII. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved. Ms. Remillard seconded. Motion was passed 4-0 at 7:54 pm.

Respectively Submitted


Joseph D'Ascoli, Recording Secretary

Attest:  6/17/2026
Josh Howroyd, Chairman