

**MINUTES OF A MEETING OF THE
TOWN OF BRISTOL HOUSING AUTHORITY**

A meeting of the Board of Commissioners of the Town of Bristol Housing Authority was held on June 13, 2024. The Vice Chairman called the meeting to order at 10:15 a.m. and upon roll call those answering Present were as follows:

PRESENT

Helen C. Barboza, Vice Chairman
Edward J. Correia, Commissioner
Donna St.Angelo, Commissioner
Pasquale D'Alessio, Commissioner
Candace Pansa, Executive Director
James Silva, Deputy Director

ABSENT

John E. Faria, Chairman

The Vice Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner Correia and seconded by Commissioner D'Alessio to dispense with the reading of the minutes of the May 9, 2024, meeting. Upon roll call those answering Aye and Nay were as follows:

AYE

Helen C. Barboza
Edward J. Correia
Pasquale D'Alessio
Donna St.Angelo

NAY

None

The Vice Chairman relinquished the chair to the Secretary who called for Nominations for the Chairman for a two-year term beginning July 1, 2024. Commissioner St.Angelo nominated Vice Chairman, Helen C. Barboza, for the position and was seconded by Commissioner Correia. A counter nomination was made for Commissioner Correia who declined. There being no other counter nominations, the Chair declared Commissioner Barboza duly elected. Commissioner Barboza accepted the position and will begin her term in July. Commissioner St.Angelo made a motion to hold the election for the Vice Chairman position for the July meeting. Commissioner Barboza seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE

Helen C. Barboza
Edward J. Correia
Pasquale D'Alessio
Donna St.Angelo

NAY

None

Thereupon, the Vice Chairman declared the motion carried.

The Maintenance Supervisor reported that ground work continues. One apartment was completed and several are coming up. The key FOB project is going out to bid. Steve had a markup of the key Fob and demonstrated how it works. Commissioner Correia asked Steve about tenants leaving chairs out on the property and other questions which were addressed. Correct recycling was discussed and the tenants will be given a flyer to explain proper procedures for disposing of trash.

The Executive Director informed the Board that a special meeting will be held on Tuesday, July 16th to award the bid for the key FOB project.

The Deputy Director then presented the investment report and snapshot of income and expenses for May, 2024. He also went over the 2024 Capital Fund Expenditures.

Mrs. Pansa reported that the town is working on the problem of affordable housing in Bristol.

Linda Heroux came before the Board to request permission to put a patio in a different location in Tom's Grove than had been previously approved. Ater some discussion, the Board did not approve the new location but expressed appreciation for all that the group does with the gardens.

The Board approved the Executive Director and a staff member to attend a Seminar on August 28th and 29th regarding the changes that are coming up in the regulations.

The Vice Chairman then introduced he following Resolutions:

RESOLUTION 2024-6
Resolution to Award Contract to Service HVAC Systems
(see attached resolution)

A motion was made by Commissioner D'Alessio and seconded by Commissioner Correia to adopt Resolution 2024-6. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Helen C. Barboza	None
Edward J. Correia	
Pasquale D'Alessio	
Donna St.Angelo	

Thereupon, the Vice Chairman declared the Resolution 2024-6 adopted.

RESOLUTION 2024-7
Resolution to Adopt Budget FYE 6/30/2035
(see attached resolution)

A motion was made by Commissioner D'Alessio and seconded by Commissioner St.Angelo to adopt Resolution 2024-7. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Helen C. Barboza	None
Edward J. Correia	
Pasquale D'Alessio	
Donna St.Angelo	

Thereupon, the Vice Chairman declared the Resolution 2024-7 adopted.

The next Board meeting will be held on Tuesday, July 16, 2024, at 11:00a.m.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 12:00 noon.

Respectfully submitted,

A handwritten signature in cursive script that reads "Theresa Simmons". The signature is written in black ink and is positioned below the phrase "Respectfully submitted,".

Theresa Simmons
Recording Secretary