

**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 March 14, 2024. The Chairman called the meeting to order at 10:10 a.m. and upon roll call those answering Present were as follows:

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

The Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner Correia and seconded by Commissioner St. Angelo to dispense with the reading of the minutes of the February 15, 2024, meeting. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E Faria	None
Helen C. Barboza	
Edward J. Correia	
Donna St. Angelo	

The Maintenance Supervisor reported work on the community room and kitchen was being completed, one apartment ready to work on and spring cleaning being done. He also brought the Board up to date with the key fob project.

The Executive Director invited the Board to see the work being done in the kitchen and Community Room. A TV monitor has been installed in the lobby which will keep tenants informed on what is going on. She extended an invitation to the Commissioners to attend an open house on April 24th when the tenants can see the renovations and meet the Commissioners.

The Deputy Director then presented the investment report and snapshot of income and expenses for February, 2024.

The audit report FY 7/1/2022 – 6/30/2023 was presented to the Board with a positive result. Commission Correia questioned some of the items regarding the total liabilities. The deputy Director explained the changes and would follow up with a more detailed explanation.

Mrs. Pansa presented a public notice explaining the changes in the 5-year plan. This notice will be posted for 45 days for public viewing, after which a resolution will come before the Board for passage. The Public Housing Assessment System (PHAS) Score Report was presented showing the Authority is a high-performer. Many thanks to all the employees.

The Authority is waiting on the amount of Capital Funds to be received. This money will be used to install showers in the apartments.

A proposal from Marcum Accountants was presented showing their extension of audit services for 2024, 2025, 2026. Mrs. explained they had been the accountants for the Authority for a number of years and would suggest approving their proposal. Commissioner Barboza made a motion to accept the proposal and Commissioner Correia seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E Faria	None
Helen C. Barboza	
Edward J Correia	
Donna St. Angelo	

Thereupon, the Chairman declared the motion carried.

The next Board meeting will be held on April 11, 2024, at 10:00a.m.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 11:35a.m.

Respectfully submitted,

Theresa Simmons
Recording Secretary