

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

A special meeting of the Board of Commissioners of the Town of Bristol Housing Authority was held on August 14, 2025. The Chairman called the meeting to order at 11:10 a.m. and upon roll call those answering Present were as follows:

PRESENT

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

ABSENT

None

The Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner Mello and seconded by Commissioner D'Alessio to approve the minutes of the June 12, 2025, meeting. Upon roll call those answering Aye and Nay were as follows:

AYE

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

NAY

None

Thereupon, the Chairman declared the motion to accept the minutes as approved.

The Maintenance Supervisor reported that four more units had been rehabbed. The opening of the bids for the shower project will be held on August 28, 2025. Asbestos abatement will be done on 54 units. The maintenance department is working on rehabbing of several apartments and working on sidewalk repair.

The Executive Director presented to the Board a letter from the architect showing the anticipated schedule for the bathroom project to be done. She also reported that a new washing machine company is taking over supplying new washers and dryers. The doors to the laundry room will be made handicapped assessable.

The Authority is now receiving solar power from Exeter and will be receiving credits for electricity used. Mrs. Pansa brought the Board up to date on the \$197,000 CDBG grant received. The draft of the new tenant handbook was presented to the Board for comment.

Commissioner D'Alessio brought up a tenant problem which was discussed.

A letter was introduced from the Friends of Tom's Garden with a list of a committee to help with the day-to-day operation of the garden.

The annual HUD inspection will be on October 1st, 2nd, and 3rd. A letter will be sent to all tenants informing them of the dates.

A motion was made by Commissioner Mello and seconded by Commissioner St. Angelo to go into executive session and upon roll call those answering Aye and Nay were as follows:

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

NAY
None

Thereupon, the Chairman declared the motion adopted.

Upon return from executive session, the Executive Director announced that the next regular meeting will be on Thursday, September 11, 2025.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 12:15 p.m.

Respectfully submitted,



Theresa Simmons
Recording Secretary