

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

A regular meeting of the Board of Commissioners of the Town of Bristol Housing Authority was held on October 10, 2024. The Chairman called the meeting to order at 10:05 a.m. and upon roll call those answering Present were as follows:

<b>PRESENT</b>	<b>ABSENT</b>
Edward J. Correia, Chairman	None
Pasquale D'Alessio, Vice Chairman	
Helen C. Barboza, 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 D'Alessio and seconded by Commissioner Barboza to dispense with the reading of the minutes of the September 12, 2024, meeting. Upon roll call those answering Aye and Nay were as follows:

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

The Maintenance Supervisor reported units being worked on and those which have been rehabbed. There are also several more units coming up. The FOB project will be starting up on October 21<sup>st</sup>. There will be a lead inspection on 5% of the buildings built pre-1978. He also brought the Board up to date on the garden in Tom's Grove.

The Executive Director reported that the auditor will be doing the audit in November and the staff is preparing the paper work for the audit. She also reported that some of the staff are taking a course on line on safety and security.

The Deputy Director presented the investment reports and snapshot of income and expenses for September.

The REAC HUD inspections of units will be held on November 12<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup>. The Christmas get together will be on December 12<sup>th</sup> after the monthly meeting. Mrs. Pansa informed the Board that she and the Housing Choice Coordinator would be attending a meeting at Town Hall in the afternoon regarding affordable housing in Bristol.

The Chairman then introduced the following Resolutions:

**RESOLUTION 2024-12**

**Resolution to Amend Flat Rate Policies to Comply with Statutory Changes and to  
Revise Flat Rents Effective January 1, 2025, for Public Housing  
(see attached resolution)**

The Public Housing Coordinator was introduced and she explained the flat rent policy which will be updated beginning January, 2025. She also gave the Board an overview of the Public Housing program. After much discussion, a motion was made by Commissioner Barboza and seconded by Commissioner D'Alessio to adopt Resolution 2024-12. Upon roll call those answering Aye and Nay were as follows:

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

Thereupon, the Chairman declared the Resolution 2024-12 adopted.

**RESOLUTION 2024-13**

**Resolution to Adopt Payment Standards for the  
Section 8 Housing Voucher Program Effective January 1, 2025  
(see attached resolution)**

The Section 8 Coordinator explained the Section 8 Program and the Payment Standards which will be effective January, 2025. After much discussion, a motion was made by Commissioner D'Alessio and seconded by St. Angelo to adopt Resolution 2024-13. Upon roll call those answering Aye and Nay were as follows:

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

Thereupon, the Chairman declared the Resolution 2024-13 adopted.

The next Board meeting will be held on Thursday November 14, 2024, at 10:00 a.m.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 11:10 a.m.

Respectfully submitted,



Theresa Simmons  
Recording Secretary