

**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 February 12, 2026. The Chairman called the meeting to order at 10:00 AM, and upon roll call, those answering Present were as follows:

PRESENT	ABSENT
Edward J. Correia, Chairman, Pasquale D'Alessio, Vice Chairman, Michael Mello, Commissioner Helen C. Barboza, Commissioner, Donna St. Angelo, Commissioner Maria Medeiros, Executive Director James Silva, Deputy Director	None

The Chairman led the recitation of the Pledge of Allegiance.

A motion was made by Commissioner Barboza and seconded by Commissioner Pasquale to dispense with the reading of the minutes of the January 22, 2026, meeting. Upon roll call, those answering Aye and Nay were as follows:

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

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

Executive Director Reports:

Maintenance: All vacant units are completed. Chair Correia discussed his concerns for the residents and the trip hazards he observed while driving through the development due to the storms and cold weather. The maintenance supervisor should have an action plan to address these concerns. Director Angie stated that Maintenance has been spraying the areas and placing cones. Chair Correia would like to see more in place and less spraying of the areas. A suggestion to block off the area with caution tape and set out more cones, something that is visible and reflective at night. Chair Correia also raised concerns about lawn damage, noting that he observed staff driving heavy trucks while collecting trash on the sidewalks and lawn, and asked whether that was necessary. Chair Correia also stated that all units should have walk-in showers, and that staff have converted tubs to walk-in showers in the past and can certainly do so during vacancy turnover or a future capital improvement project. Deputy James stated that he believes six units were completed by staff previously. The board requested a follow-up email with the Maintenance Supervisor's plan of action on the concerns.

Modernization: No issues have arisen since the last board meeting. There was a change order to add sill cocks to allow maintenance to address any future issues. The board requested a follow-up on whether it was frost-proof. How long would it take the staff to complete a walk-in shower? Where are the shutoffs located for the sill cocks and faucets, and if they are frost-proof? Is there an action plan for frost lift? Chair Correia would like the Maintenance Supervisor to survey the grounds and develop a plan to address the trip hazards we have encountered due to the weather we have endured thus far. Director Maria stated she would follow up with the board via email with the maintenance supervisor's response.

Vacancy Report: Management has screened, selected, and assigned them to prospective residents moving in.

Monthly Financials: The board had no concerns or questions. There was a slight increase in each investment account; the unanimous vote was to accept the January 30, 2026, monthly financials.

The Five-Year Annual Plan was approved unanimously, 5-0.

Personnel Bristol Housing Authority Cell Phone Policy approved unanimously, 5- 0.

The Chairman reported that the next regular Board meeting will be on February 12, 2026, at 10:00 a.m.

No old business to discuss.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maria A. Medeiros". The signature is fluid and cursive, with a large initial "M" and "A".

Maria A Medeiros
Recording Secretary