

**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 September 15, 2022. The Chairman called the meeting to order at 10:10 a.m. and upon roll call those answering Present were as follows:

**PRESENT**

John E. Faria, Chairman  
Raymond Cordeiro, Vice Chairman  
Helen C. Barboza, Commissioner  
Edward J. Correia, Commissioner  
Pasquale D'Alessio, Commissioner  
Candace Pansa, Executive Director

**ABSENT**

None

The 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 June 9, 2022, meeting. Upon roll call those answering Aye and Nay were as follows:

**AYE**

John E. Faria  
Raymond Cordeiro  
Helen C. Barboza  
Edward J. Correia  
Pasquale D'Alessio

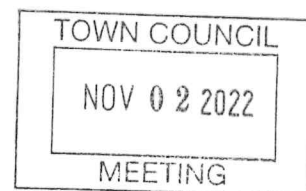
**NAY**

None

The Executive Director presented to the Board the Federal Labor Standards Monitoring Report which was accepted.

The Maintenance Supervisor reported that one apartment was being worked on and three more would be coming up. Other jobs being worked on are pressure washing mold, landscaping, painting, replacing hand rails and other everyday tasks. Commissioner Correia asked if it would be possible to replace top loading washing machines with front loaders. The office is looking into perhaps replacing a couple in each laundry room. The Supervisor also reported that work on the water problem in "D" bldg. will begin on Monday and last for three or four days. Rhode Island Energy will be doing the electrical work but the Authority is responsible for the work to be done in the building.

The Director presented the investment report and snapshot of income and expenses for June, July and August. Commissioner Correia questioned charging the residents for light bulbs. Mrs. Pansa explained that the charge is mandated by HUD. The report was accepted by the Board.



The Executive Director presented the Capital Fund expenditure of \$34,300 is for architectural services for roof work. The project will be going out to bid and work will be done in the Spring.

An employee issue was brought up to the Board and the Chairman reclused himself from the discussion.

Mrs. Pansa reported that bids have been sent out for painting of apartments when they are rehabbed. The issue of charging stations for electric vehicles was brought up by a tenant. After some discussion as to cost, it was decided to review this at a later time.

The Chairman then introduced the following Resolutions:

**RESOLUTION 2022-7**  
**Resolution to Award Contract for Legal Services**  
(see attached Resolution)

Mrs. Pansa explained there was only response which was from the current attorney. Commissioner Barboza made a motion to accept the bid from Marcus Law LLC and Commissioner Correia seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E. Faria	None
Raymond Cordeiro	
Helen C. Barboza	
Edward J. Correia	
Pasquale D'Alessio	

Thereupon, the Chairman declared Resolution 2022-7 adopted.

**RESOLUTION 2022-8**  
**Resolution to Establish Designated Smoking Areas**  
(see attached Resolution)

After a brief discussion, Commissioner Correia made a motion to accept the Resolution and Commissioner D'Alessio seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E. Faria	None
Raymond Cordeiro	
Helen C. Barboza	
Edward J. Correia	
Pasquale D'Alessio	

Thereupon, the Chairman declared Resolution 2022-8

**RESOLUTION 2022-9**  
**Resolution to Implement the Proposed Utility Allowances for the**  
**Housing Choice Voucher Program FY 2022**  
(see attached Resolution)

Mrs. Pansa explained the proposed utility charges and Commissioner Barboza made a motion to accept the Resolution and Commissioner Correia seconded the motion and upon roll call those answering Aye and Nay were as follows:

	AYE		NAY
John E. Faria		None	
Raymond Cordeiro			
Helen C. Barboza			
Edward J. Correia			
Pasquale D'Alessio			

Thereupon, the Chairman declared Resolution 2022-9 adopted.

Mrs. Pansa reported there would be Commissioner training in October, a date to be determined.

The next meeting will be held on Thursday, October 13, 2022, at 10:00 a.m. There being no further business to come before the Board, upon motion duly made and seconded, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,



Theresa Simmons  
Recording Secretary