

**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 June 12, 2025. The Chairman called the meeting to order at 10:45 a.m. and upon roll call those answering Present were as follows:

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

The Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner Mello and seconded by Commissioner D'Alessio to amend the minutes of the May 8, 2025, meeting. Upon roll call those answering Aye and Nay were as follows:

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

Thereupon, the Chairman declared the motion to accept the minutes as amended adopted.

The Maintenance Supervisor reported that the maintenance department is working on rehabbing of several apartments, keeping up on work orders and in keeping the grounds looking beautiful. Shower installation project is going out for bid to replace 56 tubs with walk-in showers.

The Executive Director thanked members of the staff for preparing the Volunteer Day celebration.

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

Mrs. Pansa reported that the long-awaited CDBG grant has been awarded to the Authority for \$197,809 which will be used for the shower installation project. She also presented a letter sent to the Town Council regarding the Guiteras School. The Board Book Report has been sent to the town listing information on the Housing Authority Board.

Mrs. Pansa reported that Cindy White is preparing a job description for the Executive Director position to be advertised in August. Information was presented on the possibility of having internet service for all tenants provided from Broadband. Capital Fund money of \$472,000 has been appropriated for the painting and updating of hallways in A thru P buildings.

The Chairman then introduced the following resolution:

RESOLUTION 2025-06
Resolution to Adopt Budget FYE 6/30/2026
(see attached resolution)

A motion was made by Commissioner Barboza and seconded by Commissioner Mello to adopt the resolution and upon roll call those answering Aye and Nay were as follows:

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

Thereupon, the Chairman declared Resolution 2025-06 adopted.

A special meeting of the Board will be held on August 14th to discuss the Executive Director position. The Housing Authority office will be closed on June 27th in order to have the offices painted.

The Chairman then called for the Board to go into Executive Session. A motion was made by Commissioner Mello and seconded by Commissioner St. Angelo to postpone the Executive Session to the next regular meeting and upon roll call those answering Aye and Nay were as follows:

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

Thereupon, the Chairman declared the motion adopted.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 11:30 a.m.

Respectfully submitted,



Theresa Simmons
Recording Secretary