

**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 March 9, 2023. The Chairman called the meeting to order at 10:20 a.m. and upon roll call those answering Present were as follows:

**PRESENT**

Raymond Cordeiro, Vice Chairman  
Helen C. Barboza, Commissioner  
Pasquale D'Alessio, Commissioner  
Candace Pansa, Executive Director  
James Silva, Deputy Director

**ABSENT**

John E. Faria, Chairman  
Edward J. Correia, Commissioner

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

2023 APR 13 AM 2:03

The Vice 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 February 9, 2023, meeting. Upon roll call those answering Aye and Nay were as follows:

**AYE**

Raymond Cordeiro  
Helen C. Barboza  
Pasquale D'Alessio

**NAY**

None

The Maintenance Supervisor reported that the maintenance staff completed rehabbing the last of the empty apartments until the next one comes up. On Monday they will begin redoing one of the laundry rooms, clearing brush and cutting a couple of trees. The Supervisor also informed the Board of a flood in "D" bldg. due to a tenant on the second floor overflowing the kitchen sink. The staff has completed rehabbing the bathroom in "X" bldg. and will be working on the grounds preparing for Spring.

The Executive Director reported that the energy audit will be conducted on March 28<sup>th</sup> and 29<sup>th</sup>. One unit in each building will be inspected. The cost for this audit is \$15,000. She also reported that the roof project is scheduled to start on Monday.

The Deputy Director presented the investment report and snapshot of income and expenses for February.

Mrs. Pansa reported that the Capital Funds Grant for 2023 has been received for \$457,364. She also reported that 85 resumes were received for the position of HCV Coordinator/Receptionist. After reviewing all the applications, the new employee will begin working on March 20<sup>th</sup>.

<b>TOWN COUNCIL</b>
<b>APR 19 2023</b>
<b>MEETING</b>

A letter from the Friends of Toms Grove was presented to the Board keeping everyone informed with the progress in the grove.

The Authority has received word that the CBDG grant will be forthcoming soon, the amount to be established soon.

The Vice Chairman then introduced the following resolution:

**RESOLUTION 2023-4**  
**Resolution Approving Annual Plan for Fiscal Year**  
(see attached Resolution)

Commissioner D'Alessio made a motion to approve the resolution and Commissioner Barboza seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE  
Raymond Cordeiro  
Helen C. Barboza  
Pasquale D'Alessio

NAY  
None

Thereupon, the Chairman declared Resolution 2023-4 adopted.

The next meeting will be held on Thursday, April 13, 2023 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 10:55 a.m.

Respectfully submitted,



Theresa Simmons  
Recording Secretary