

**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 December 12, 2024. The Chairman called the meeting to order at 4:00 p.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	
Candace Pansa, Executive Director	

The Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner St. Angelo and seconded by Commissioner D'Alessio to dispense with the reading of the minutes of the November 14, 2024, meeting. 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	

In the absence of the Maintenance Supervisor, the Executive Director reported that two units are being worked on and that training for installing the key fobs will begin. The audit was completed and all went well.

Mrs. Pansa presented the investment reports and snapshot of income and expenses for November. She also showed the Board a picture of the shed which the Friends of Tom's Grove had purchased and it was approved by all. She also reported to the Board that a donation was made in memory of a deceased long-time member of the Board.

The Chairman then introduced an item to be included in the by-laws. It will be discussed at the next meeting.

The Executive Director reported the information provided for Validation Review of the Voucher Management System was accurate and reliable and no action is required by the BHA. She also reported that a new commissioner was appointed by the town and will be sworn in in January and will attend the February meeting.