

**MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE
NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
HELD ON APRIL 21, 2023**

The Commissioners of the Nashua Housing and Redevelopment Authority (NHRA) held its regular meeting at the office of the Nashua Housing and Redevelopment Authority, 40 East Pearl Street, Nashua, New Hampshire, at 8:30 a.m. on Friday, April 21, 2023. Chairperson James Tollner called the meeting to order, and the Recording Secretary called the roll at approximately 8:30 a.m. with the following responses:

Present

James Tollner
Eric Wilson
Paul Deschenes
Helen Honorow
Thomas Monahan – via teleconference

Absent

The following persons were also present: Lynn Lombardi, Executive Director; Scott Costa, Assistant Executive Director, and Andrea Reed-Lenane, Recording Secretary.

MINUTES:

The Chairperson entertained a motion to waive the reading of the Authority's regular meeting minutes dated March 17, 2023, accept them, and place them on file. Mr. Wilson made a motion, and Ms. Honorow seconded the motion. The Chairperson asked if there were any comments, additions/deletions, corrections, or discussion.

Mr. Monahan noted a required correction in the last paragraph of the Commissioner's Comments. He said it should read that he had been viewing the meetings regarding the Mohawk Tannery on the government channel and not that he had attended them in person. Ms. Lombardi said this would be corrected.

There being no further discussion, the motion passed unanimously.

COMMUNICATIONS:

The Chairperson entertained a motion to waive the reading of the Communications, accept them, and place them on file. Mr. Deschenes made a motion, and Mr. Wilson seconded the motion. The Communications were as follows: Monthly Operational Reports – March 2023 – consisting of Public Housing and Section 8 Waiting List and Applications Report; Vacancy Report; Vacancy Report Compilation Sheet; Work Order Report; Section 8 Housing Choice Voucher Program (HCVP) Utilization Report, and Rent Collections Report

The Chairperson asked if there were any comments, additions/deletions, corrections, or discussion.

Mr. Monahan noted that we are making progress on the waiting list and the numbers look very good.

Mr. Wilson asked how the Monahan Manor application process is coming along. Ms. Lombardi noted she has added a line to the Waiting List and Applications Report to reflect this going forward. She said NHRA is in receipt of over four hundred and fifty applications. Mr. Tollner asked if there is a process for an applicant who is updated for a unit and then changes their mind about accepting a unit offer. Ms. Lombardi confirmed there is a process and explained that the applicant can decide to move to the bottom of the waiting list or be removed from the waiting list.

There being no further discussion, the motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Monahan Manor applications continue to be received, and as of March 31, 2023, NHRA was in receipt of over 450 applications. The status of applications has been added to the Waiting List and Applications report for monthly Board review.

The front and rear parking lots at 40 East Pearl Street have been replaced. Jim Floras did a fantastic job planning and overseeing this work. Arel Manor is scheduled for parking upgrades, and based on resident and staff communication, additional parking spots will not be added to the rear of the building. This decision was determined after considering the flow of traffic, speaking with residents who frequently exercise by way of walking around the building, and the safety of pedestrians.

Arel Manor resident meetings will resume in the coming weeks. I have maintained contact with Ms. Labarge who attended the recent Board Meeting, and she is aware that another meeting will be scheduled.

I want to thank everyone for the recent support shown to me during a very difficult time. Thank you for the compassionate leave and I am deeply grateful after receiving everyone's kind messages. You are indeed family to me.

The Chairperson entertained a motion to except the Executive Director's Report. Ms. Honorow made a motion, and Mr. Deschenes seconded.

The Chairperson asked if there were any comments or discussion.

There being no further discussion, the motion passed unanimously.

NEW BUSINESS:

None.

BILLS/INVESTMENTS:

The Chairperson called for a motion to pay the bills as listed on the Cash Disbursement List - check numbers 67954 through 68112 and from the Park View Apartments Cash Disbursement List – check numbers 5754 through 5773, including ACH debits and investment accounts.

Mr. Wilson made a motion to approve, and Mr. Deschenes seconded the motion. The Chairperson asked if there were any comments or discussion.

Ms. Lombardi noted that any payments listed for Monahan Manor are reimbursable.

Mr. Monahan asked about check number 67968 to the City of Nashua for a Monahan Manor land tract interest payment. Ms. Lombardi said she and Boston Capital were refuting the charge because of the agreed upon Payment in Lieu of Taxes (PILOT). She explained the city assessed late fees and declined waiving them. Ms. Lombardi said that the city agreed the buildings fall under the PILOT, but because the land is part of a ground lease and is not under full NHRA ownership it is not exempt from land taxes. Mr. Monahan said the 48 units at Bronstein were removed from the PILOT once it was demolished, and taxes will not be paid on Monahan Manor for a couple of years. Ms. Lombardi said this is correct. Mr. Monahan said if it is only two thousand dollars or so, it is not the amount of money but the principal of the issue. Ms. Lombardi agreed and said that is why she and Boston Capital questioned the fees. Mr. Monahan noted that if this is the case the PILOT will be a lowered amount as there are less public housing units. Ms. Lombardi confirmed, and said the PILOT is assessed on rent minus utilities. Mr. Tollner asked if we are responsible for paying the taxes or if it is a shared expense with Boston Capital. Ms. Lombardi said it is shared.

Mr. Monahan asked about check number 67971 to EBI. Ms. Lombardi said the payment was for the additional environmental testing on Fossa Avenue. Mr. Monahan said he wanted to point this out to all Commissioners and noted we have spent almost three hundred thousand dollars. Mr. Monahan asked about check number 68045 to ECI. Ms. Lombardi said the payment was for the cameras and lighting project at Sullivan Terrace North and Sullivan Terrace South. Mr. Monahan asked if the project is done. Mr. Costa said it is about ninety-six percent complete. Mr. Monahan asked about check number 68064 to Marcum. Ms. Lombardi explained this is NHRA's fee accountant and is a monthly charge.

There being no further discussion, the motion passed unanimously.

COMMISSIONER'S COMMENTS:

Ms. Honorow noted that she and Mr. Monahan as well as Mr. Costa will be communicating with the city as noted. She said that there will be a meeting with her, Ms. Lombardi, Mr. Costa, and EBI. Ms. Honorow explained she learned that no discussions have occurred with the city about this. Mr. Tollner requested an update be provided next month.

Mr. Deschenes commented that the lighting work at the Terraces is coming along very well. Mr. Costa said we are in test mode now from a remote standpoint. He said Stanley

Elevator will install the elevator cameras and a meeting will be held to discuss the best placement for identification of faces.

Mr. Monahan said the study regarding Monahan Manor that the business class at Rivier College did is going to be presented to the Alderman the upcoming Tuesday night.

Mr. Tollner said he will be meeting with the Nashua Boys and Girls Club per their request regarding daycare. He explained they would like to know more about Monahan Manor. Mr. Tollner noted that they will begin providing infant care, and the program is already full. Mr. Tollner said he and Mr. Monahan are with the Friends of Hillsborough County Drug Court. He said they got the ball rolling for the different social service agencies to get together and talk to each other about daycare issues for participants in the drug court as well as the community. Mr. Tollner listed many of the social service agencies that will be working together to obtain funding and other resources to help with this, which will also be positive for our residents.

Mr. Tollner asked about the anticipated timeframe for completion of Monahan Manor construction and target date for being able to move people in. Mr. Costa said that we have been moved out to approximately mid-August. He said the unfortunate news is that the playground equipment is on backorder and some fence work and other modifications had to be made to adjust for the equipment. Mr. Costa said this will not hold up occupancy. Mr. Monahan commented that we are right on budget if not ahead, and we anticipate doing very well in these uncertain times. He said this is a job very well done by Ms. Lombardi and Mr. Costa paying close attention. Mr. Tollner said it would be a good idea to pick a day that works for everyone and take a tour of the development.

Ms. Honorow mentioned that she is on the Board of Gateways, and they also have a separate 501(c)3 that owns housing for the developmentally and physically disabled. She said they are looking at some properties that may be appropriate for multi-use and workforce housing. She asked Ms. Lombardi, who the best person at NHRA would be to refer them to for information regarding redevelopment. Ms. Lombardi said they are welcome to call her, and she can assist.

PUBLIC COMMENT:

None.

NONPUBLIC SESSION:

The Chairperson called for a motion to enter nonpublic session to discuss a possible future redevelopment project, discussion of which in a public session may cause concern to those who may be living in that location, and to discuss the draft Union Agreement in which salary and benefit details will be determined. Mr. Wilson made a motion, and Ms. Honorow seconded the motion.

The Chairperson asked if there were any comments or discussion.

There being no further discussion, the Recording Secretary called the roll with the following responses:

AYE

NAY

Thomas Monahan
Helen Honorow
Paul Deschenes
Eric Wilson
James Tollner

The motion passed unanimously.

The Board entered nonpublic session at approximately 9:00 a.m.

Mr. Wilson left the meeting at 9:30 a.m. during the nonpublic session. The Board rose from nonpublic session at approximately 9:36 a.m.

The Chairperson called for a motion to approve the draft Union Agreement. Mr. Deschenes made a motion, and Ms. Honorow seconded the motion.

The Chairperson asked if there were any comments or discussion.

There being no further discussion, the Recording Secretary called the roll with the following responses:

AYE

NAY

Thomas Monahan
Helen Honorow
Paul Deschenes
James Tollner

The motion passed unanimously.

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

None.

ADJOURNMENT:

The Chairperson entertained a motion to adjourn. Ms. Honorow moved to adjourn, and Mr. Deschenes seconded the motion.

There being no further discussion, the motion passed unanimously.

The meeting adjourned at approximately 9:38 a.m.

Respectfully submitted,



Andrea Reed-Lenane
Recording Secretary