

MINUTES OF THE REGULAR COMMISSIONERS MEETING
of the
HOUSING AUTHORITY OF THE TOWN OF GLASTONBURY
at the Main Office
25 Risley Road, Glastonbury, CT 06033
Wednesday, February 18, 2026, at 5:45 P.M.

The Commissioners of the Housing Authority of the Town of Glastonbury (the "GHA") gathered for the regular meeting at 5:45 P.M. on Wednesday, February 18, 2026, at the GHA's main office located at 25 Risley Road in the town of Glastonbury, Connecticut. The meeting notice was posted on the GHA's webpage and in the vestibule of the GHA's main office located at 25 Risley Road, Glastonbury, Connecticut.

I. ROLL CALL

Chairperson Carl Stenman called the meeting to order at 5:45 PM and the following answered present:

Commissioner Carl Stenman
Commissioner James Noonan
Commissioner Cathy Vacchelli

Commissioner Hart was excused from the meeting.
Commissioner Polgar was also excused from the meeting; however, she joined remotely for a part of the meeting.

GHA Executive Director Neil J. Griffin, Jr.
GHA Controller Kristy Malave

Chairperson Stenman declared that a quorum was present.

II. APPROVAL OF AGENDA AND REVISIONS THERTO (if any)

None.

III. PUBLIC COMMENTS (if any)

None.

IV. READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING
Approve Minutes of January 21, 2025, Regular meeting

Commissioner Noonan moved to approve the January minutes, seconded by Commissioner Vacchelli. There was no discussion. The minutes were approved 3-0 with Commissioners Stenman, Noonan, and Vacchelli voting Yea, no one voting Nay, and no one abstained.

V. BILLS AND COMMUNICATIONS

- **Accept January 2025 Invoices**

Commissioner Noonan moved the January invoices be accepted, seconded by Commissioner Vacchelli. Commissioner Vacchelli inquired about check 42992 to L.E Whitford Co. Inc. The GHA's Controller answered the question. The invoices were accepted 3-0 with Commissioners Stenman, Noonan, and Vacchelli voting Yea, no one voting Nay, and no one abstained.

- **December 31, 2025 Financials**

Each property's financial statements were reviewed and Commissioners asked numerous questions regarding different revenue and expense variances. Responses to all questions were provided by either the GHA's Executive Director and/or its Controller.

It is noted that Commissioner Polgar remotely joined the meeting at 6:00 P.M. and left at 6:30 P.M.

VI. REPORT OF THE EXECUTIVE DIRECTOR

- Housing Choice Voucher ("HCV") Shortfall – A new allocation of funding provided to cover the 20 RAD vouchers for January 1, 2026 through March 31, 2026 was received. I believe the combined funding for the Section 18 RAD and tenant-based HCVs will still fall short of what is required for the three-month period but by much less than the October to December shortfall.

We are still waiting to hear from HUD on our December shortfall application.

- Nye Road – The GHA will be applying to the Federal Home Loan Bank of New York's Affordable Housing Program in cooperation with M&T Bank in an effort to be awarded up to \$2,500,000 in funding for the Nye Road project (a/k/a Hillside Village). In the meantime, we have been working with DOH to evaluate several different options to help close the gap created by the significantly increased prevailing wage rates.
- The legislative session has kicked off and I have attended, or will be attending, meetings in the upcoming session with the majority leaders of the House and Senate and the Housing Committee co-chairs to discuss the needs of housing authorities and affordable housing.
- Heating issues at Center Village have been plaguing maintenance through the past two month. This issue primarily involves HP1, HP2, HP5, and HP6. HP5 and HP1 have been intermittently freezing up which our staff has been able to remedy by manually starting a defrost cycle to resolve the issue. HP2 had parts on order for several weeks and is being fixed on Tuesday, February 10th, 2026. HP5 had a replacement valve on order. HP5 has been running since January 30th

after intermittent failures which were a combination of a valve sticking and the unit freezing up. HP6 was fixed on February 2nd after waiting on a replacement valve. HP1 will be evaluated next to identify what is causing the unit to freeze up.

- On January 30th, the LG representative met with staff from the GHA and Thomaston Comfort Control at Center Village to review the issues. The representative who visited the site will be issuing a report (which we are waiting receipt) so we can learn what option(s) we have to prevent or mitigate these problems from reoccurring. While these issues have been ongoing, all impacted residents have been provided with two space heaters that are able to maintain the heat in their apartments at a temperature at or above 72 degrees Fahrenheit.
- The GHA hosted two online training sessions for the HAB software with MRI/HAB staff. The sessions were scheduled to assist the GHA's property management and accounting staffs in using the software more efficiently.
- Four members of the GHA's property management staff attended the NERC Winter Conference which included HCV rent calculation training. This all-day training occurred on the Wednesday after the conference ended. Stephanie and I attended the conference.

It is noted that Commissioner Noonan left at 6:50 P.M.

VII. REPORTS OF COMMITTEES (if any)

- **PERSONNEL COMMITTEE**

Commissioner Vacchelli reported an update on the Executive Director's self-evaluation that was received. The Personnel Committee is reviewing the recommended edits.

VIII. UNFINISHED BUSINESS (if any)

- **Welles Village Repositioning**

Addressed above in the Executive Director's report.

IX. NEW BUSINESS

None.

X. ADJOURNMENT

The meeting was adjourned at 7:10 PM

Respectfully Submitted,

Minutes Approved on April 15, 2026

Neil J. Griffin, Jr.
Secretary

Carl Stenman
Chairperson

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