MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE
NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
HELD ON JUNE 19, 2026

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, June 19, 2026. Chairperson Eric Wilson called the meeting to order, and the Recording Secretary called the roll at approximately 8:32 a.m. with the following responses:

Present	Absent
Eric Wilson	
Paul Deschenes	
Helen Honorow	
Thomas Monahan	
James Tollner	

The following persons were also present: Joseph Plodzik, Resident; Scott Costa, Assistant Executive Director; Lynn Lombardi, Executive Director, and Deanna Brooks, Recording Secretary.

MINUTES:

The Chairperson entertained a motion to waive the reading of the Authority's regular meeting minutes dated May 15, 2026, accept them, and place them on file. Mr. Tollner made a motion, and Mr. Deschenes seconded the motion. The Chairperson asked if there were any comments, additions/deletions, corrections, or discussion.

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. Tollner made a motion to accept, and Mr. Deschenes seconded the motion. The Communications were as follows: Monthly Operational Reports – May 2026 – consisting of the Public Housing and Section 8 Waiting List and Applications

Report; Work Order Report; Section 8 Housing Choice Voucher Program (HCVP) Utilization Report and Rent Collections Report.

The Chairperson asked if there were any comments or discussion.

Mr. Deschenes inquired about the rent receivables. Ms. Lombardi reported that additional repayment agreements have been established and that eviction notices and a demand for rent were issued

Mr. Deschenes expressed concerns regarding the high percentage of rents owed at Fairmount Street and asked when the NHRA notifies a resident that they are behind in payments. Ms. Lombardi explained that smaller developments show higher percentages when multiple residents fall into arrears. She further noted that residents are given 30 days after a missed payment before non-payment notices are issued; if no contact with the NHRA is made to arrange payment, a demand for rent follows.

Mr. Monahan reminded the Board that NHRA receives monthly subsidy funding to support operating expenses, so non-payment does not place the Authority in immediate financial distress. However, he emphasized that many individuals on the waiting list are seeking housing opportunities.

Mr. Wilson reviewed the rent receivable balances, noting increases across several developments. He noted that these increases reflect an upward trend in rent receivables and are concerning.

Mr. Monahan agreed and noted that the total rent receivables increased from $116,626.64 to $131,890.34 by month-end. He also reviewed the Rent Uncollected Assessed Period, which rose from $126,723.82 to $131,890.34, expressing concern regarding the overall upward trend.

Mr. Monahan further reported that the current total number of applicants on the waiting lists is 4,345 for Public Housing, 5,421 for Section 8 HCV, 458 for Cotton Mill PBV, 357 for Salmon Brook PBV, and 1,338 for Monahan Manor. He noted the high volume of monthly applications and emphasized the Authority's obligation to applicants who are waiting for housing when others fail to meet rent obligations. Mr. Wilson added that the Executive Director’s Report outlines a planned purge of the waiting lists, which will potentially reduce the total waitlist size. Mr. Monahan confirmed that the average wait time remains approximately 7-11 years, and Ms. Lombardi agreed.

Ms. Lombardi addressed Mr. Deschenes' earlier question regarding spikes in the receivables, explaining that when a resident defaults on a repayment agreement, the outstanding balance is returned to rent owed. Mr. Deschenes inquired whether defaulted agreements proceed directly to court. Ms. Lombardi clarified that they do not and remain with the NHRA until the matter escalates to the court level. Additional clarification of the court process was provided by Mr. Wilson and Ms. Lombardi.

Mr. Monahan requested confirmation that the Rent Receivables reported for Maynard Homes reflect only the current occupied units and stated that the increasing receivables must be addressed.

Mr. Tollner emphasized the importance of increasing face-to-face outreach with residents in arrears to explore assistance and repayment options. Ms. Lombardi noted that the NHRA engages residents by phone and in person to work toward a resolution. Mr. Tollner reiterated the desire to avoid eviction where possible while maintaining payment obligations. Mr. Monahan agreed.

Ms. Honorow expressed her appreciation for NHRA's efforts to reduce rent receivables, proceed with necessary evictions, and continue working to shorten wait list times on the housing lists.

The Chairperson asked if there were any additional comments or discussion. There being none, the motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

I am pleased to report that the groundbreaking ceremony held at Maynard Homes on Friday, June 12th, was a resounding success. Despite experiencing extreme heat, the event was very well attended. The highlight of the ceremony was a keynote address by Governor Kelly Ayotte, whose presence underscored the critical importance of this development toward the expansion of affordable housing in the community.

Special thanks to our emcee, Mr. Wilson, who kept the program running smoothly and right on schedule despite the hot weather, and to Scott Costa and North Branch Construction for their work in making the day a great success.

The planning of phase 2 of the redevelopment at Maynard Homes continues with many financing applications in motion.

In addition to project development milestones, the housing authority has initiated a comprehensive waiting list purge this summer. Staff are actively communicating with applicants to determine if they wish to remain on our lists, a process that will continue systematically over the summer months to streamline our data and reduce applicant wait times.

The NHRA is awaiting receipt of its fiscal year 2025 financial audit, which will promptly be distributed to the board upon arrival.

The Chairperson entertained a motion to approve the Executive Director's Report. Mr. Tollner made a motion, and Mr. Monahan seconded the motion. The Chairperson asked if there were any comments or discussion.

There being no further discussion, the motion passed unanimously.

NEW BUSINESS:

RESOLUTION NO. 26-2506
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AWARDING A CONTRACT FOR THE REPLACEMENT OF HEATING AND DIRECT HOT WATER SYSTEMS AT 2-5 SULLIVAN TERRACE NORTH, 2-11 TEMPLE STREET AND 2-15 WHITNEY STREET TO HIGH LINE MECHANICAL, 325 HACKETT HILL ROAD, HOOKSETT, NH 03106 AT A TOTAL CONTRACT COST OF $898,500 UNDER THE CAPITAL FUND PROGRAM 501-24 AND 501-25 BUDGETS

The Chairperson entertained a motion to approve **Resolution No. 26-2506**. Mr. Tollner made a motion, and Mr. Monahan seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Monahan asked how many units are in this project. Mr. Costa confirmed that these are not for independent units but rather for multiple common usages. Mr. Monahan thanked Scott for the clarification.

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

AYE	**NAY**
James Tollner	
Thomas Monahan	
Helen Honorow	
Paul Deschenes	
Eric Wilson	

RESOLUTION NO. 26-2507
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AUTHORIZING ITS EXECUTIVE DIRECTOR TO DISPOSE OF
DAMAGED OFFICE EQUIPMENT, FURNITURE, AND OBSOLETE MATERIALS
IN ACCORDANCE WITH THE NHRA DISPOSITION POLICY

The Chairperson entertained a motion to approve **Resolution No. 26-2507**. Mr. Monahan made a motion, and Mr. Deschenes seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Wilson sought confirmation that the appropriate bidding process had been followed and that no interested buyers were identified. Ms. Lombardi confirmed that outreach was conducted to several computer repair, scrap, and appliance repair companies, and no interest was received. She noted that most of the equipment and materials are obsolete, and the firmware is incompatible with current operating systems.

Mr. Wilson requested clarification regarding the disposal of switch plate covers and storm doors. Mr. Costa explained that HUD inspection requirements prompted NHRA to convert to metal plate covers and that the storm doors were specific to older developments that no longer exist due to modernization, redevelopment, and unit loss.

Mr. Costa noted that the disposition list is extensive because the last disposal occurred more than 10 years ago, and that the NHRA will conduct this process annually going forward.

Ms. Honorow asked whether United Way had been considered for distribution of the printers and computers. Ms. Lombardi explained that the option was not pursued due to liability concerns, the age of the equipment, the inability to ensure data protection, and the potential for virus transmission. She explained that all the hard drives were removed and destroyed.

Mr. Wilson inquired about the cost of disposal, and Mr. Tollner and Mr. Monahan asked where the materials would be disposed of. Mr. Costa explained that arrangements were being made for proper disposal, including identifying contacts for handling glass-faced materials, with the remaining items to be disposed of appropriately.

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

AYE	**NAY**
James Tollner	
Thomas Monahan	
Helen Honorow	
Paul Deschenes	
Eric Wilson	

BILLS/INVESTMENTS:

The Chairperson called for a motion to pay the bills as listed on the Cash Disbursement List - check numbers 73273 through 73400 and from the Park View Apartments Cash Disbursement List – check numbers 6056 through 6062, including ACH debits and investment accounts. Mr. Tollner made a motion, and Mr. Monahan seconded.

The Chairperson asked if there were any comments or discussion.

Mr. Monahan inquired whether the Maynard Homes expenses were fully refundable to NHRA upon the closing of the Genesis loan. Ms. Lombardi confirmed that the Genesis loan has closed and that the reimbursements are now being received directly via monthly wire transfers from associated loans.

Mr. Tollner asked when HealthTrust was last contacted for an update on its organizational status, noting that many municipalities are transitioning away from the entity. He suggested that the NHRA reach out to HealthTrust.

Mr. Monahan asked whether the checks issued to McLane Middleton were related to Fossa Avenue. Ms. Lombardi confirmed.

There being no further discussion, the motion passed unanimously.

COMMISSIONER'S COMMENTS:

Mr. Monahan expressed his appreciation to Ms. Lombardi and Mr. Wilson for their work on the groundbreaking event at Maynard Homes. Mr. Tollner also conveyed his appreciation and commended Mr. Wilson for his presentation of the historical context, noting that it effectively brought attendees up to date on the evolution of the development. Mr. Wilson thanked the Board.

Mr. Deschenes extended his appreciation to Mr. Wilson as well and provided an update on the garden beds, reporting that they are progressing well with visible sprouting. He also noted that the painting and carpeting projects at Sullivan Terrace South look excellent.

Ms. Honorow stated that she was unable to attend the Maynard Homes groundbreaking but was pleased to hear that the event was successful and offered her congratulations to Mr. Wilson on a job well done.

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

None.

PUBLIC COMMENT:

Mr. Plodzik reported missing window screens in common areas at Sullivan Terrace South and noted a hole in the stairwell wall caused by a painting contractor. Mr. Costa acknowledged the wall damage and confirmed that wall repair will be completed. He said he will communicate with the maintenance department regarding the replacement of the missing screens.

ADJOURNMENT:

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

There being no further discussion, the motion passed unanimously.

The meeting adjourned at approximately 9:05 a.m.

Respectfully submitted,

Deanna Brooks

Deanna Brooks
Recording Secretary