MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE
NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
HELD ON SEPTEMBER 19, 2025

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, September 19, 2025. Chairperson Eric Wilson called the meeting to order, and the Recording Secretary called the roll at approximately 8:33 a.m. with the following responses:

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

The following persons were also present: Reverend Sally Newhall, Greater Nashua Interfaith Housing Justice Group; Tonia Knisley, Voices of Major Drive; Victoria Markiewicz, Granite State Organizing Project; William Ayer, Voices of Major Drive; Skylar Wheeler, Voices of Major Drive; Bob Mack, Director, Division of Welfare; Robert Keating, Granite State Organizing Project; Lori Wilshire, President, Board of Aldermen; Cary Soto-Lozada, Asset Manager; Scott Costa, Assistant Executive Director; Lynn Lombardi, 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 August 15, 2025, accept them, and place them on file. Ms. Honorow 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. Monahan seconded the motion. The Communications were as follows: Monthly Operational Reports – August 2025 – consisting of 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 said that the tenant account receivables were still a little high. Ms. Lombardi acknowledged this and said we will work on it. Mr. Deschenes asked if there had been any lockout activity. Ms. Lombardi said there were two lockouts, as well as two pending repayment agreements. She explained that we are facing difficulty with timely rental payments at Sullivan Terrace North.

Mr. Monahan noted for the record that there are 4,155 families on the public housing waiting list, 5,052 families on the Section 8 Housing Choice Voucher waiting list and 1,310 applicants on the Monahan Manor waiting list, and that all are increases over the previous month. He said we receive applications faster than we have units to lease. Mr. Monahan said we are moving in the right direction.

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

EXECUTIVE DIRECTOR'S REPORT:

The relocation of Maynard Homes families is going well with twenty families moving to date. There are eight upcoming moves scheduled to occur in the next two weeks, and a total of forty-seven Tenant Protection Vouchers have been issued to families.

The NHRA and Tremont Development Partners are focused on a November closing date, however the date is a moving target dependent upon the relocation of all families from the property.

There is momentum with the Mohawk Tannery project with a tentative closing date of September 23rd. The NHRA is prepared to enter into the Tax Increment Pledge Agreement with the City of Nashua and execute the 3.5-million-dollar Bond with the Business Finance Authority for the project. Attorney William Tucker has been instrumental throughout this process, and I am extremely grateful for his legal expertise throughout this very complicated endeavor.

The website creation is delayed due to NHRA's Systems Administrator being out of the office. Cary Soto-Lozada has taken on many of the position's duties to maintain business continuity. I'd like to extend my appreciation to Cary for the extra work she has undertaken.

The NHRA's Annual Meeting will occur in October, and the Board is required to form a nominating committee with the responsibility of selecting the slate of officers for the coming term.

The NHRA, governed by its voluntary Board of Commissioners, is focused on maintaining its current housing while also creating affordable housing and redeveloping properties in the city of Nashua. As the NHRA approaches its fiscal year end, I'd like to call attention to the good work accomplished by the Board. The time volunteered on behalf of the NHRA, and its mission is producing positive results and is gradually changing the City of Nashua's affordable housing landscape. The Board's vision has been the force behind the success of Monahan Manor and ongoing pipeline projects that expand housing availability. I am filled with gratitude for the time, guidance, knowledge and support of the Board as we address the substantial housing needs in this community. It is *because* of this Board that the NHRA is creating affordable housing. Thank you for supporting a resource that strengthens the community and addresses the ongoing demand for affordable housing.

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, additions/deletions, corrections, or discussion.

The Chairperson asked if there were any comments or discussion.

Mr. Wilson thanked Ms. Soto-Lozada.

There being no further discussion, the motion passed unanimously.

NEW BUSINESS:

RESOLUTION NO. 25-2480

BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY AWARDING A CONTRACT FOR THE REPLACEMENT OF COMMON AREA FLOORING AT 2-7 SULLIVAN TERRACE SOUTH AND 2-5 SULLIVAN TERRACE NORTH TO CHRISICOS PROPERTIES MANAGEMENT, LLC, PO BOX 1302, NASHUA, NH 03061 AT A TOTAL CONTRACT COST OF $224,099 UNDER THE CAPITAL FUND PROGRAM 501-24 BUDGET

The Chairperson entertained a motion to approve **Resolution No. 25-2480**. Mr. Tollner made a motion, and Ms. Honorow seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Tollner commented that we received only one bid, which leaves us without a choice. Ms. Lombardi noted that the NHRA mailed out forty-two letters.

Mr. Deschenes stated NHRA contractors are leaving entry doors propped open and are not cleaning up. Mr. Deschenes asked if the contractors are issued key fobs to use for entry to the building. Ms. Lombardi said we are aware of this problem and are addressing it. She said we are working to issue key fobs to contractors so they may enter only the building they are working within. Ms. Lombardi added that she agrees the buildings are to remain secure. Mr. Costa said he had a private conversation with the contractor from two weeks ago. Mr. Monahan asked Mr. Deschenes if he called the NHRA when he observed this. Mr. Deschenes said he became aware of the problem afterwards. Ms. Lombardi said she had received a call from a resident, and the matter was addressed immediately. Mr. Wilson asked if the fobs could be set to a certain number of days for security purposes. Ms. Lombardi confirmed.

Mr. Monahan asked if the contract price was in line with the budgeted amount. Mr. Costa said the contract is below both the $280,000 budgeted amount and the $243,000 cost estimate.

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. 25-2481
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AWARDING A CONTRACT FOR INTERIOR COMMON AREA PAINTING AT 2-5 SULLIVAN TERRACE NORTH, 2-7 SULLIVAN TERRACE SOUTH AND 2-11 GEORGE F. ROBINSON MANOR TO ALL CLEAN CLEANERS, LLC, 207 MAIN STREET, SUITE 6, NASHUA, NH 03060
AT A TOTAL CONTRACT COST OF $264,376
UNDER THE CAPITAL FUND PROGRAM 501-24 BUDGET

The Chairperson entertained a motion to approve **Resolution No. 25-2481**. Mr. Tollner made a motion, and Mr. Monahan seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Monahan noted that All Clean Cleaners was the qualified bidder as Chrisicos did not post a bid guarantee. Mr. Costa said that All Clean Cleaners did a great job on the painting project at Arel Manor. Mr. Monahan asked if this contract cost fell within the budget. Mr. Costa confirmed.

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. 25-2482
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AWARDING A CONTRACT FOR NASHUA HOUSING AND REDEVELOPMENT AUTHORITY INSURANCE COVERAGE FOR BUSINESS AND PROPERTY NEEDS TO HOUSING AUTHORITY INSURANCE SERVICES, INC., 189 COMMERCE COURT, CHESHIRE, CT 06410 AT A TOTAL CONTRACT COST OF $270,710 UNDER THE OPERATING BUDGET AND AWARDING A CONTRACT FOR NASHUA PARK VIEW APARTMENTS, LLC FOR BUSINESS AND PROPERTY NEEDS AT A TOTAL CONTRACT COST OF $10,823.37 UNDER THE NASHUA PARK VIEW APARTMENTS, LLC BUDGET

The Chairperson entertained a motion to approve **Resolution No. 25-2482**. Mr. Monahan made a motion, and Mr. Tollner seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Monahan noted we have a history with this company. Ms. Lombardi confirmed. Mr. Wilson asked if we have had positive claim experiences in the past. Ms. Lombardi said it was excellent.

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. 25-2483
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
APPROVING THE OPERATING BUDGET FOR
FISCAL YEAR ENDING SEPTEMBER 30, 2026

The Chairperson entertained a motion to approve **Resolution No. 25-2483**. Mr. Tollner made a motion, and Mr. Deschenes seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Wilson asked if approval of the budget is contingent upon discussion in the nonpublic session. Ms. Lombardi confirmed. Ms. Honorow asked if this should be addressed in the nonpublic and should we move on to the other agenda items first. Mr. Wilson confirmed.

Mr. Tollner amended his motion to tabling Resolution No. 25-2483, and Mr. Deschenes amended his second.

The Chairperson asked if there was any further discussion.

The motion to table Resolution No. 25-2483 passed unanimously.

BILLS/INVESTMENTS:

The Chairperson called for a motion to pay the bills as listed on the Cash Disbursement List - check numbers 72092 through 72238 and from the Park View Apartments Cash Disbursement List – check numbers 5994 through 5998, including ACH debits and investment accounts. Mr. Tollner made a motion, and Ms. Honorow seconded.

The Chairperson asked if there were any comments or discussion.

Ms. Lombardi said that payments listed as Maynard Homes Redevelopment are reimbursable through the Genesis Loan Fund. She added that there has been a lot of movement in that area, such as security deposits, self-moves and moving company costs. Mr. Monahan asked about a check for Equifax Account Services. Ms. Lombardi explained that all housing authorities are required to do third-party verifications of income, and we used to use a company called The Work Number. She said that the U. S. Department of Housing and Urban Development (HUD) has since determined that Equifax/Carahsoft technologies is the way to go, but it is very expensive. Ms. Lombardi said she is not sure why there has not been an alternative option presented given the cost involved, especially to housing authorities. She said this is something that the New Hampshire Housing Authorities Corporations discusses frequently.

Mr. Monahan asked if the check to EBI Consulting was for Fossa Avenue. Ms. Lombardi said this is strictly for the radon testing now required under the environmental reviews when we receive grant monies. She explained that the NHRA Modernization Department must have this radon testing completed prior to the city signing off as the responsible entity. Mr. Tollner asked if this includes all developments. Mr. Costa confirmed.

There being no further discussion, the motion passed unanimously.

COMMISSIONER'S COMMENTS:

None.

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

None.

PUBLIC COMMENT:

Ms. Markiewicz asked if there was an update on how many units would be built in the Maynard Homes redevelopment and what the Area Median Income (AMI) percentages would be. Ms. Markiewicz asked when the designs for the inside of the units would be presented, noting that Ms. Lombardi had shared that the funding had decreased and there would be changes. Mr. Monahan said there will be seventy-nine units in Phase 1 and two hundred in Phase 2. Ms. Lombardi said the design team meets weekly to discuss interior unit changes, even as simple as removing one bathroom, to achieve cost savings. Mr. Costa said they have not finalized plans and are going through value-engineering. Mr. Monahan said we budgeted construction costs at approximately $49.5 million for Phase 1. He explained that as things moved forward the estimate cost kept increasing, as high as $52 million, and we had to determine ways to save on costs. Mr. Monahan said the budget is tight at $49.5 million and we are trying to get back down to that number, which is critically important. He said it could be a matter of two-bedroom units having one bathroom instead of two, and that Mr. Costa and the team have been working diligently on this. Ms. Lombardi explained that the units will be at 80% AMI or below. Mr. Monahan said most units will be at 30% AMI. Ms. Lombardi added that the number of units at 30% will total the entire number of units being demolished. She said that there will be units at 30% or below that will meet the current public housing standards for AMI, meaning a one for one replacement. Mr. Monahan said we will have some units at 80% which are for the residents who have increased income and no longer qualify for the units at 30%. He noted that they would not be required to leave the development, thus giving these residents a safety net as only the bracket would change from one percentage to another. Mr. Monahan added that a resident moving up though the brackets is a success story as this could eventually lead to other opportunities such as purchasing a home. He explained that this was very important to the Low-Income Housing Tax Credit investors, and it helped us when selling the tax credits. Mr. Tollner said he had addressed this at a meeting a few years ago when a resident brought up a similar concern. Mr. Wheeler said he had called the Maintenance Department to report water leaking from under the washing machines at the 100 Major Drive laundry room. He expressed concern that he did not get the impression that they cared about the issue. Mr. Wheeler added that he did laundry there recently, they are still leaking and asked that this be addressed. He also requested that the machines be cleaned on a regular basis, noting that they are often dirty and gross, which is not fair to the residents who must utilize the machines. Mr. Keating commented on the number of applicants on the waiting lists as this relates to the ongoing issue of homelessness in the city and the impact of this downtown. He said it seems that most people are unaware that no additional public housing can be built in the United States, and it is important that this is known despite the development of Monahan Manor and now that of Maynard Homes. Mr. Keating said that this is part of the reason we are in the current situation. He added that if action had been taken as intended by that act, we would be a very different place. Ms. Lombardi agreed that the Davis McKinney Act really put a damper on housing authorities nationwide and their ability to expand housing affordability. She added that due to the recent federal budget cuts we are seeing even more programs that were meant to assist with the homelessness, especially through the continuums of care being cut. Mr. Monahan said something big is coming up from the federal government that is supposed to be good, although that is uncertain. He added that the mayor contacted him and requested help finding homes for seventy homeless people at Mine Falls, which is a concern. Mr. Monahan said we are trying and any help we can get along the way is accepted. Mr. Wilson explained that due to the restrictions from HUD, the only way to develop and expand housing is in the way we did at Monahan Manor. Mr. Keating said we are in this position as there is not adequate production of housing, and it is not mysterious how we got here. Mr. Wilson said that we are doing it now, although it is much more complicated. Mr. Mack noted that Public Health and Community Services have been doing extensive work and outreach with community health workers in encampments throughout the city, and they helped a significant number of homeless individuals transition from those encampments into permanent housing. He said the Greater Nashua Continuum of Case (GNCoC) is going through a strategic planning process, and they will be holding a half day retreat on November 5, 2025, at 45 High Street in Nashua. Mr. Mack explained that the GNCoC has been doing a lot of restructuring of the committees' activities; really analyzing the information that has been provided. He said this will be an opportunity to provide feedback and get more information about what the group is doing to address the issue of homelessness. Mr. Mack said the goal is to bring more housing providers, landlords, and developers into the mix to get more input. He said it would be great to have increased NHRA participation at the retreat. Mr. Tollner suggested that at the retreat, Mr. Mack could bring up the extremely successful program Harbor Homes has introduced in Manchester to address homelessness. He added that they set a goal to house forty homeless veterans within a year, which they achieved. Mr. Mack said that Harbor Homes stepped up several years ago when the City of Nashua moved forward to address veteran's homelessness. He noted that at the time they had a great model they were promoting across the state as well as federal funding and resources. Ms. Knisley said she is hoping that housing attorneys, developers and individuals who do support creating affordable housing do come to the retreat to help find solutions, and create opportunities never used before. She noted that a lot of the homeless population that live by the river are not ready to have their own apartments as they have substance abuse and mental health issues that will require continued support services to be available, so they are not kicked out. She said she and Ms. Lombardi have discussed the outside areas that should be created during the redevelopment of Maynard Homes, such as a shared barbeque area, community gardens, a fenced in toddler park, and a park for the older children. Ms. Knisley expressed concern that no plans have been provided as she wants to make sure that shared community spaces will be included in the rebuild. She said residents were previously informed that relocating residents would not have to dispose of their personal belongings or furniture from their units and now she is hearing they are being charged. Ms. Knisley asked if something had changed. She added that HousingtoHome provided a document noting that no elderly or disabled residents would have to worry about disposal. She said she spoke to a disabled resident who was told he had to take care of disposal himself, he was very upset, and although this was eventually worked out, she would not want this to misunderstanding to happen again with another elderly or disabled resident. Ms. Lombardi said she was not aware of any residents being charged. She explained that the demolition/disposition of Bronstein was done a little differently, but due to cost they could not permit residents to leave belongings in the units. Ms. Lombardi said dumpsters were strategically placed around the development for the residents to utilize for disposal. She added that this issue is something she and Mr. Costa can discuss, but residents are not only leaving furniture, but a lot of trash. Ms. Lombardi said a lot of trash is being left at the curbside, despite there being four 30-yard dumpsters available for use onsite. She said the maintenance staff cannot keep up with removal and disposal. Ms. Lombardi added that if someone is unable to move a large piece of furniture we will absolutely help, no questions asked. Ms. Knisley said that during the upcoming door knocking she will be clear about this information. She asked if residents are now responsible for paying any fees or deposits during relocation, as residents have not saved money to cover these costs and then be reimbursed. She said this happened to a resident who was told this was required. Ms. Lombardi said she will speak to HousingtoHome about it as nothing has changed and this shouldn't be happening. Ms. Knisley said residents were told they would be offered three apartment options, and although she understands it is hard to accommodate this, she has been informed some are being redirected quickly towards certain places, sometimes at a higher rent. She noted a resident was very nervous about signing a lease due to an increase in cost. Reverend Newhall said she is still concerned about the previous staffing shortages. She reported that a staff member with HousingtoHome who recently returned is often short with people, sometimes unavailable or hard to get in touch with. Reverend Newhall also expressed concern about residents being pushed to except a unit at the Henry Hanger building, although this is easier for HousingtoHome. She noted that she has concerns about ongoing hiccups in the system making it hard for people to navigate. Reverend Newhall said she has asked to see the designs of the building. She said she has never seen a layout of the interior of the units, or how big the community rooms will be. Reverend Newhall noted that is aware we are tweaking them but doesn't understand what else we could be changing. She said it is a big unknown. Reverend Newhall complimented the Commissioners, stating she appreciates the number of volunteer hours they serve. She added that she is simply trying to communicate the concerns of the community and not nitpick at the Board.

NONPUBLIC SESSION:

The Chairperson entertained a motion to enter nonpublic session. Mr. Tollner moved to enter nonpublic session, and Mr. Deschenes seconded.

The Chairperson asked if there were any comments or discussion. He said the purpose of the meeting is to address personnel matters.

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

The Board entered nonpublic session at approximately 9:19 a.m.

The Chairperson entertained a motion to rise from nonpublic session and resume the regular meeting. Mr. Monahan made a motion, and Mr. Deschenes 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**
James Tollner	
Thomas Monahan	
Helen Honorow	
Paul Deschenes	
Eric Wilson	

The Board rose from nonpublic session and resumed the regular meeting at approximately 9:50 a.m.

ADJOURNMENT:

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

There being no further discussion, the motion passed unanimously.

The meeting was adjourned at approximately 9:51 a.m.

Respectfully submitted,

Andrea Reed-Lenane
Recording Secretary