

**MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE
NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
HELD ON SEPTEMBER 18, 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, September 18, 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

Eric Wilson
Paul Deschenes
Helen Honorow
Thomas Monahan
James Tollner

Absent

The following persons were also present: Bob Mack, Director, City of Nashua Welfare Department; Tonia Knisley, Voices of Major Drive; Bob Keating, Granite State Organizing Project; Victoria Markiewicz, Granite State Organizing Project; Carolyn Murphy, Resident; Joseph Plodzick, Resident; William Tucker, Wadleigh, Starr and Peters, PLLC.; Cary Soto-Lozada, Finance Manager; 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 August 21, 2026, accept them, and place them on file. Mr. Tollner made a motion, and Mr. Monahan 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. Monahan made a motion to accept, and Ms. Honorow

seconded the motion. The Communications were as follows: Monthly Operational Reports – August 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 and acknowledged improvements are being made but expressed concern and asked whether negotiations are underway. Ms. Lombardi stated that this remains an ongoing focus, noting that negotiations have occurred with residents who defaulted, and she is currently working with the attorney to file with the court.

Mr. Monahan stated that it is unfortunate there is a resolution for the tenant account receivables write-off and noted an increase in non-payments from the previous month. He expressed concern that action is needed and acknowledged that the NHRA is making efforts to work with residents but emphasized that the situation requires attention.

Mr. Wilson noted concerns that the rent receivables are very high and appear to be worsening rather than improving.

Ms. Honorow asked about the success of payments at Knightsbridge and whether the high number of non-payments at Maynard Homes is related to the redevelopment project. Ms. Lombardi explained that Knightsbridge is leased directly to Harbor Care, and therefore payments are made by the agency rather than individual residents. She said that non-payment of rent at Maynard Homes is not related to the redevelopment project.

Mr. Tollner questioned whether the write-off resolution amounts were influenced by unit size or by non-payment over time. Ms. Lombardi explained that unit size does not affect the amount owed, as rent is based on thirty percent of household income, or in some cases, a flat rent amount.

Mr. Monahan reported that the current total number of applicants on the waiting lists is 4,332 for Public Housing, 5,420 for Section 8 HCV, 521 for Cotton Mill PBV, 370 for Salmon Brook, and 1,286 for Monahan Manor. He stated that the NHRA is doing a great job and noted that there was not a significant increase in the waitlists, but he remains attentive to the trend.

Mr. Wilson commented that the economy may be contributing to the impact and advised continued monitoring.

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

EXECUTIVE DIRECTOR'S REPORT:

At Maynard Homes, building 1 is underway with second floor framing following completion of site water flow testing, with the steel beam positioned and coated in intumescent fire-retardant paint; building 2 has completed footings and frost walls, with the elevator tower hoistway ongoing; and buildings 3 and 4 have completed their slabs and are ready for framing.

Funding applications for Phase 2 of the Maynard Homes Redevelopment were submitted to the New Hampshire Housing Finance Authority (NHHFA), Federal Home Loan Bank, and the City of Nashua's Housing Revolving Fund. In support of the Phase 2 LIHTC application, three waiver requests were submitted to NHHFA for consideration by its Board. I'm very pleased to report that the NHHFA Board approved all waivers at its September 16, 2026, Board meeting.

Boiler replacements at George F. Robinson Manor and Whitney Street have been completed, and Highline Mechanical is now onsite at Sullivan Terrace North to begin boiler replacements.

The NHRA and the City of Nashua will partner to expand access to energy-efficient electric heating and cooling technologies for low- and moderate-income households. This collaborative initiative, involving the City of Nashua, Gradient, and Resilient Building Group, will provide fifty (50) renter-friendly window heat pumps to households throughout the community.

Gradient Window Heat Pumps can be installed without permanent modifications to a property, making them an ideal option for renters who may be unable to install traditional heat pump systems. Gradient will supply the heat pumps, while Resilient Building Group will conduct in-home assessments to determine whether each unit is appropriate for the household and provide technical assistance throughout the installation process. The City of Nashua will administer the grant, coordinate community outreach, and oversee the overall program.

The NHRA will begin identifying housing units that are suitable for the window heat pump installations and will coordinate with program partners to facilitate implementation. We are excited to partner with the City of Nashua, Gradient, and Resilient Building Group on this innovative project and look forward to helping expand access to energy-efficient heating and cooling solutions for Nashua residents.

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

Mr. Deschenes sought clarification on whether the heat pumps function similarly to air conditioners. Ms. Lombardi said that they provide both heating and cooling.

Mr. Monahan noted that the waivers approved by New Hampshire Housing were unanimous.

There being no further discussion, the motion passed unanimously.

NEW BUSINESS:

RESOLUTION NO. 26-2509

**BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
REAFFIRMING THE ACTIONS TAKEN IN RESOLUTIONS NO. 24-2454,
NO. 24-2456, AND NO. 25-2475, AND RECOMMENDING TO THE CITY OF NASHUA
BOARD OF ALDERMEN THAT IT APPROVE UPDATES TO THE REDEVELOPMENT
PLAN FOR THE FORMER MOHAWK TANNERY SITE**

The Chairperson entertained a motion to approve Resolution No. 26-2509. Mr. Monahan made a motion, and Mr. Deschenes seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Wilson clarified that this resolution reaffirms actions taken under previous resolutions and seeks approval for modifications to the redevelopment plan for the Mohawk Tannery site.

Attorney Tucker explained that revisions were made to the project, including an increase in the number of units reserved for affordable housing. He noted that these changes will not affect the payment amount to the Housing Revolving Trust Fund. He further stated that the project modifications are contingent upon Board of Aldermen redevelopment approval.

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

AYE

James Tollner
Thomas Monahan
Helen Honorow
Paul Deschenes
Eric Wilson

NAY

RESOLUTION NO. 26-2510

**BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AWARDING A TWO-YEAR CONTRACT FOR AUDIT SERVICES
TO EFPR GROUP, CPAs, PLLC, 6390 MAIN STREET, SUITE 200, WILLIAMSVILLE, NY
14221 FOR THE FISCAL YEARS ENDING SEPTEMBER 30, 2026 AND SEPTEMBER 30,
2027 FOR THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY AND
NASHUA PARK VIEW APARTMENTS, LLC AT A TOTAL CONTRACT COST OF
\$74,950; \$61,620 UNDER THE OPERATING BUDGET AND \$13,330 UNDER THE
NASHUA PARK VIEW APARTMENTS, LLC BUDGET**

The Chairperson entertained a motion to approve **Resolution No. 26-2510**. Mr. Monahan made a motion, and Ms. Honorow seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Wilson asked whether the Authority has used this company in the past. Ms. Lombardi confirmed.

Mr. Monahan asked whether the Authority is satisfied with the company's services. Ms. Lombardi confirmed.

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

AYE

James Tollner
Thomas Monahan

NAY

Helen Honorow
Paul Deschenes
Eric Wilson

RESOLUTION NO. 26-2511
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AWARDING CONTRACTS FOR INSURANCE COVERAGE FOR
THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY BUSINESS AND
PROPERTY NEEDS TO HOUSING INSURANCE SERVICES, INC., 189 COMMERCE
COURT, CHESHIRE, CT 06410 AT A TOTAL CONTRACT COST
OF \$275,016.73 UNDER THE OPERATING BUDGET AND FOR NASHUA PARK VIEW
APARTMENTS, LLC BUSINESS AND PROPERTY NEEDS AT A TOTAL
CONTRACT COST OF \$11,331.14 UNDER THE NASHUA PARK VIEW
APARTMENTS, LLC BUDGET

The Chairperson entertained a motion to approve Resolution No. 26-2511. Mr. Monahan made a motion, and Mr. Tollner seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Wilson noted that the NHRA has been with this provider for a long time. Ms. Lombardi confirmed that the NHRA has used this company for many years and stated that no other underwriter has been able to offer a more competitive bid.

Mr. Monahan acknowledged that twenty-eight invitations were mailed to companies. Ms. Lombardi explained that HUD waives the requirement to solicit bids when Housing Authority Insurance (HAI) is used; however, the NHRA still issues invitations to provide an opportunity for lower bids.

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

AYE

James Tollner
Thomas Monahan
Helen Honorow
Paul Deschenes
Eric Wilson

NAY

RESOLUTION NO. 26-2512
BY NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
AUTHORIZING THE FISCAL YEAR 2027 PAYMENT
STANDARDS EFFECTIVE NOVEMBER 1, 2026 FOR THE SECTION 8
HOUSING CHOICE VOUCHER PROGRAM (HCV) AS LISTED:

The Chairperson entertained a motion to approve **Resolution No. 26-2512**. Ms. Honorow made a motion, and Mr. Deschenes seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Monahan questioned why the NHRA is not utilizing the full payment standard of 110%. He stated that landlords often look for the highest rent amount offered and expressed interest in providing that option. He noted that if landlords are paid below the maximum allowable standard, they may be less inclined to maintain units at a higher level of quality.

Ms. Lombardi and Mr. Costa explained that, given the uncertainty of HUD funding, it is beneficial to maintain the lower payment standards rather than increasing them. This approach provides a reasonable balance between maintaining access to rental housing and controlling the program expenditures. Mr. Costa said that the NHRA has successfully negotiated lower rents with landlords and we will continue to monitor actual leasing outcomes and local rent conditions. He noted that Ms. Lombardi can increase payment standards at any time, if necessary.

Mr. Tollner asked whether the NHRA is at risk of losing any partners by not utilizing the full payment standard. Ms. Lombardi confirmed that it is not.

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

AYE

James Tollner

Helen Honorow

Paul Deschenes

Eric Wilson

NAY

Thomas Monahan

RESOLUTION NO. 26-2513
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
APPROVING THE PUBLIC HOUSING TENANT ACCOUNT RECEIVABLES (TAR)
WRITE-OFF FOR \$75,478.39, AND NASHUA PARK VIEW APARTMENTS, LLC
TAR WRITE-OFF FOR \$551.88

The Chairperson entertained a motion to approve **Resolution No. 26-2513**. Mr. Monahan made a motion, and Ms. Honorow seconded the motion. The Chairperson asked if there were any comments or discussion.

Mr. Tollner requested increased communication with residents to address rent receivables. He expressed concern regarding the high write-off amount and asked whether that amount is associated with unit damage or the bedroom size of the unit. He noted that this remains an ongoing issue and should be closely monitored.

Ms. Lombardi clarified that many of the higher dollar amounts are a result of many circumstances. She explained that some large balances stem from significant damage caused to units, and that some cases of non-payment involve residents experiencing drug abuse or mental illness.

Mr. Monahan asked for clarification regarding the eligibility of individuals who owe money to a former housing authority. Ms. Lombardi explained that many housing authorities will work with individuals who owe money to another housing agency. She said if a resident has entered a repayment arrangement with the former housing agency and they are not in default with their payments, a housing agency may have policies enabling them to assist the individual.

Mr. Tollner asked whether there is a way for the NHRA to determine if an individual owes money or has an active payment arrangement. Ms. Lombardi stated that the NHRA uses a nationwide database that identifies whether an individual owes money. If a balance is indicated, the NHRA contacts the originating housing authority for additional information, including whether a payment arrangement is in place.

Mr. Wilson sought clarification on whether the write-off amounts are included in the rent receivables. Ms. Lombardi stated that they are not.

Ms. Honorow asked whether the write-off amounts are recorded strictly for accounting purposes. Ms. Lombardi confirmed that they are.

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

AYE

James Tollner
Thomas Monahan
Helen Honorow
Paul Deschenes
Eric Wilson

NAY

**RESOLUTION NO. 26-2514
BY THE NASHUA HOUSING AND REDEVELOPMENT AUTHORITY
APPROVING THE OPERATING BUDGET FOR
FISCAL YEAR ENDING SEPTEMBER 30, 2027**

The Chairperson entertained a motion to approve **Resolution No. 26-2514**. Mr. Tollner made a motion to table Resolution No. 26-2514, and Mr. Monahan seconded the motion.

The Chairperson asked if there was any further discussion.

The motion to table Resolution No. 26-2514 passed unanimously.

BILLS/INVESTMENTS:

The Chairperson called for a motion to pay the bills as listed on the Cash Disbursement List - check numbers 73559 through 73778 and from the Park View Apartments Cash Disbursement List - check numbers 6077 through 6082, including ACH debits and investment accounts. Mr. Monahan made a motion, and Mr. Deschenes seconded.

The Chairperson asked if there were any comments or discussion.

Mr. Monahan clarified that the check issued to North Branch Construction was for the Phase 1 Maynard Homes Redevelopment project and is reimbursable.

Mr. Tollner inquired about the rent refund check. Ms. Lombardi stated that it was issued due to overpayment.

Mr. Monahan acknowledged that the loan for Park View was paid off and noted that this was very good news.

There being no further discussion, the motion passed unanimously.

COMMISSIONER'S COMMENTS:

Mr. Tollner elaborated on prior concerns regarding police patrols at Tyler Street and reported that additional patrols will be conducted in the area. He also expanded on an earlier comment expressing interest in the NHRA collaborating with similar agencies, such as Harbor Care. He further sought clarification regarding Section 8 procedures, specifically, who is responsible for inspecting the unit and whether landlords are required to notify the NHRA if damages occur. Ms. Lombardi explained that the responsibility of inspecting a unit is that of the landlord. She said the NHRA is required to perform NSPIRE inspections on a bi-annual basis in all HCV units. Mr. Costa added that if damages occurred in an HCV unit, the landlord can and should report the details to the NHRA.

Mr. Monahan stated that, ultimately, it is the landlord's responsibility to inspect their units and report issues to the NHRA related to residents.

Ms. Honorow expressed appreciation for the photographs showing progress on the Maynard Homes Redevelopment project.

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

None.

PUBLIC COMMENT:

Mr. Mack stated that the rent receivables report may not fully capture the individuals with Section 8 whom his agency and other agencies assist. He noted that this assistance is a significant financial undertaking and emphasizes to individuals that if they cannot afford their thirty percent portion, it will be difficult for them to afford market rents. He continues to encourage residents to establish and maintain payment arrangements. He acknowledged the length of the waitlist and said that additional affordable housing is needed.

Mr. Plodzik shared concerns regarding smoking occurring within the building. Ms. Lombardi and Mr. Tollner requested that he continue to report incidents as they occur.

Ms. Murphy inquired about the possibility of removing or disabling the smoke detectors installed in the bedrooms and requested that the outdoor benches be painted. She commented on the loitering occurring at the benches. Mr. Costa explained that the smoke detectors cannot be removed, as they are required by code for safety. He said that the benches would be addressed.

Ms. Knisley expressed appreciation for the recently installed raised garden beds and requested that additional beds be added. She also noted that Rivier University volunteers are interested in assisting residents who have difficulty performing daily tasks. Additionally, she mentioned uncertainty as to whether the NHRA would permit a company she is collaborating with to install window insulation in units to help prevent winter drafts.

NONPUBLIC SESSION:

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

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

There being no further discussion, the Executive Director called the roll with the following responses:

AYE

James Tollner
Thomas Monahan
Helen Honorow
Paul Deschenes
Eric Wilson

NAY

The Board entered nonpublic session at approximately 10:06 a.m.

The Chairperson entertained a motion to rise from nonpublic session and resume the regular meeting. Ms. Honorow made a motion, and Mr. Tollner seconded the motion.

The Chairperson asked if there were any comments or discussion.

The Chairperson entertained a motion to approve **Resolution No. 26-2514** and the salary recommendations. Mr. Tollner made a motion, and Ms. Honorow seconded the motion.

There being no further discussion, the Executive Director 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 10:19 a.m.

ADJOURNMENT:

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

There being no further discussion, the motion passed unanimously.

The meeting adjourned at approximately 10:19 a.m.

Respectfully submitted,

Deanna Brooks
Recording Secretary