

# **BOARD OF COMMISSIONERS REGULAR MEETING**

**Fogarty Manor**

**15th Floor – Conference Room**

**214 Roosevelt Avenue**

**Pawtucket, RI 02860**

**Wednesday, January 23, 2013 at 5:30 P.M.**

## **AGENDA**

**1. Meeting called to Order**

**2. Roll Call**

**3. Resident and Public Concerns**

**4. Approval of Minutes from December 19, 2012 Meeting**

**5. Correspondence**

**5A. U.S. Department of Housing and Urban Development-  
Independent Auditor's Report on modernization programs for FY that  
ended March 31, 2012 – Letter dated January 3, 2013.**

**6. Report of the Executive Director**

- **Personnel Contract Log**

**7. Consent Agenda - Department Reports**

- **Housing Management**

- o **PHAS-MASS Report**

- **Legal Status Report**

- **Operations**

- **Finance**

- a. **Service Contract Log**

- **Security**

- **Resident Services**

- **Section 8**

## **8. New Business**

### **8.1 Resolution**

- **Resolution #1023 – Appropriate \$38,750 from the Pre-2004 HCV Reserve balance to pay for Consulting Services in implementing the HUD Green Physical Needs Assessment (GPNA) Tool.**

- **Resolution #1024 – Appropriate \$207,977.50 from the Pre-2004 HCV Reserve balance to pay for the termination agreement with Constellation Energy.**

- **Resolution #1025 – To transfer \$380,773.76 from the Pre-2004 HCV Reserve balance to the General Fund to take the place of one month's HUD operation subsidy in the case of non-payment.**

- **Resolution #1026 – PHA 5 Year and Annual Plan – FY2014.**

### **8.2 Bid Awards**

- **Approval to award the Engineering Services to provide support of various maintenance and repairs activities at various facilities.**

### **8.3 Approvals**

- **Approval for new FSS Coordinator to attend the Family Self-Sufficiency Training March 5, 2013 thru March 7, 2013 – High Point, NC.**
- **Approval to extend the Elderly Security contract with NESCTC Security for one year – period beginning January 1, 2013 through December 31, 2013.**

### **9. Executive Session**

- **Possible Litigation**
- **Personnel Matters**

### **10. Other Business**

### **11. Adjournment**

**The meeting was called to order by Chairperson Stella Carrera at 5:30 P.M. with a motion by Vice Chairperson Rabbitt and a seconded by Commissioner Legrand.**

**Upon roll call those present and those absent were as follows:**

#### **Present**

**Stella Carrera, Chairperson**

**Kevin Rabbitt, Vice Chairperson**

**Harvey Goulet, Commissioner**

**Robert Ricci, Commissioner**

**Diane Legrand, Commissioner**

**Raymond Gannon, Commissioner**

**Reinaldo Nieves, Jr., Commissioner**

**Stephen Vadnais, Executive Director**

**Jim Goff, Deputy Executive Director**

**Maureen McNulty, Executive Secretary**

**Joseph Loconto, Finance Director**

**Jim Ruthowski, Security Director**

**Lisa Cloutier, Attorney**

**Residents:**

**Ronald Hall**

**Jerome Daniels**

**Ernest Chauvin**

### **Resident and Public Concerns**

**Chairperson Stella Carrera asked the residents in attendance if they would like to speak to the Board on any of their concerns or comments. In attendance were Jerome Daniels, Ronald Hall and Ernest Chauvin all residents. Mr. Hall discussed with the Board the new ID badges issued to the residents at Kennedy Manor. He would rather have the former KERI key system. Vice Chairperson Rabbitt asked how many complaints on the ID's were received. It was probably five to ten. He noted that years ago everyone in the manor**

was thrilled with the new ID cards. We will review this with Security Director, Jim Ruthowski in a few months. Director Vadnais said we will do an analysis and look at potential options from there. In addition, Mr. Hall discussed the furniture in the lobby at Kennedy Manor. Next, Mr. Daniels spoke on the security cutback and said he did understand the financial implications though he did not agree. He also brought up the smoking cessation issue at Fogarty and wanted to know when the new policy would be enforced. Our resident, Mr. Chauvin asked why we do not post the housing waiting list. Mr. Goff addressed him and said that HUD does not allow us to post the list. A letter was sent to Mr. Chauvin on his lease agreement. He will meet with Mr. Goff to discuss a number of his concerns.

There were no further questions.

### **Approval of Minutes**

Chairperson Carrera asked if anyone had any questions or objections to the minutes of December 19, 2012 meeting. There were no other questions or objections.

A motion was made to approve the minutes of December 19, 2012 by Commissioner Legrand and was seconded by Commissioner Nieves.

Upon roll call the “Ayes” and “Nays” were as follows:

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

### **Correspondence**

**Chairperson Carrera asked if anyone had any questions or objections to the Correspondence this month. Chairperson Carrera asked about the HUD correspondence on the Independent Auditor's Report on the modernization program for the housing authority. Director Vadnais explained that when we contract out a modernization job the money has to be audited then HUD officially closes out the project.**

**There being no further questions the Correspondence Report was received and placed on file.**

### **Executive Director's Report**

**Chairperson Carrera asked if anyone had objections or questions to the Executive Director's Report for December 2012. Director Vadnais addressed the Board. As of tomorrow the last laundry equipment will be installed. We plan to have a real estate closing on our former Campbell Street scattered site. He would like to arrange a strategic plan retreat sometime in March or April for the Board members for review and discussion. Commissioner Gannon spoke on creating a**

coming home event for former residents of Prospect and Galego Court to encourage our children and to mentor them. He suggested we start a program to bring people in to start a conversation going forward for the children.

The Director's report was received and placed on file.

### **Consent Agenda Department Reports**

- **Housing Management**

Chairperson Stella Carrera asked if there were any questions or objections to the Housing Management Reports for December 2012.

There were no further questions or objections.

- o **MASS Report**

Chairperson Carrera asked if there were any questions or objections regarding the December 2012 MASS Report.

There were no questions or objections to the MASS Report.

- **Legal Status Report**

Chairperson Carrera asked if there were any questions or objections regarding the Legal Status Reports from Attorney's Montalbano and Cloutier's office for December 2012

There were no further questions regarding the Legal Status Report.

- **Operations**

Chairperson Carrera asked if there were any questions or objections to the Modernization Reports for December 2012. Vice Chairperson

**Rabbitt had questions on Pages 1 and 2 of the report. He was concerned about the bid for replacement of the hot water heater at Burns Manor in building B mechanical room. On Page 2 the Vice Chairman asked if the painting contractor is continuing to not respond. Director Vadnais said the contractor is now getting the work done. The Vice Chairperson also asked if we are documenting this and the Director did not know at this time. There were no further questions or objections regarding the Modernization Report.**

- **Finance**

**Chairperson Carrera asked if there were any questions or objections regarding the Finance Report for December 2012. There were no further questions or objections.**

- o **Service Contract Log**

**Chairperson Carrera asked if there were any questions or objections regarding the Service Contract Log for December 2012. There were no further questions or objections.**

- **Security**

**Chairperson Carrera asked if there were any questions or objections regarding the Security Report for December 2012. Vice Chairperson Rabbitt acknowledged the good system of checking criminal backgrounds and the 40 applicants that were denied because of it. There were no further questions or objections.**

- **Resident Services Report**

**Chairperson Carrera asked if there were any questions or objections regarding the Resident Services Report for December 2012. There were no questions or objections.**

### **Section 8 Monthly Reports**

**Chairperson Carrera asked if anyone had objections or questions to the Section 8 Monthly Reports for December 2012. Vice Chairperson Rabbitt questions smoking bans for S8 landlords. Attorney Cloutier stated that private landlords can provide their own lease but, S8 has a different policy. This would be up to the landlord but he cannot be discriminatory. Commissioner Gannon questioned that if we have a tenant that signs a no smoking policy how do we manage it. Attorney Cloutier said on re-certification the tenant can stay in housing with the no smoking policy in effect or they may choose to leave. There were no further questions or objections.**

**There being no additional comments, questions or concerns regarding the Consent Agenda, Chairperson Carrera asked that the Consent Agenda for December 2012 be received and placed on file.**

**Resolution #1023 – Appropriate \$38,750 from the Pre-2004 HCV Reserve balance to pay for Consulting Services in implementing the HUD Green Physical Needs Assessment (GPNA) Tool.**

**Chairperson Carrera asked if anyone had any questions or objections to the Resolution #1023 Appropriate \$38,750 from the Pre-2004 HCV**

**Reserve balance to pay for Consulting Services in implementing the HUD Green Physical Needs Assessment (GPNA) Tool.**

**Chairperson Carrera asked for a motion to approve Resolution #1023 - Appropriate \$38,750 from the Pre-2004 HCV Reserve balance to pay for Consulting Services an initial assessment of 250 hours to be re-evaluated upon completion in implementing the HUD Green Physical Needs Assessment (GPNA) Tool. The consulting firm is ADI Energy of Warwick RI.**

**A motion to approve was made by Vice Chairperson Rabbitt and was seconded by Commissioner Goulet.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

**Resolution #1024 – Appropriate \$207,977.50 from the Pre-2004 HCV**

**Reserve balance to pay for the termination agreement with Constellation Energy.**

**Chairperson Carrera asked if anyone had any questions or objections to the Resolution #1024–Appropriate \$207,977.50 from the Pre-2004 HCV Reserve balance to pay for the termination agreement with Constellation Energy.**

**Chairperson Carrera asked for a motion to approve Resolution #1024 – Appropriate \$207,977.50 from the Pre-2004 HCV Reserve balance to pay for the termination agreement with Constellation Energy. A motion was made by Vice Chairperson Rabbitt and was seconded by Commissioner Gannon.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

**Resolution #1025 – To transfer \$380,773.76 from Pre-2004 HCV Reserve balance to the General Fund to take the place of one month’s**

**HUD operation subsidy in the case of non-payment.**

**Chairperson Carrera asked if anyone had any questions or objections to the Resolution #1025 - To transfer \$380,773.76 from Pre-2004 HCV Reserve balance to the General Fund to take the place of one month's HUD operation subsidy in the case of non-payment. After a Board discussion on concern about the debt ceiling of a government shutdown it was determined that the resolution was not needed and was tabled. The Board might return in March with the request if we are forced with shorter funding.**

**Chairperson Carrera asked for a motion to table Resolution #1025 – To transfer \$380,773.76 from Pre-2004 HCV Reserve balance to the General Fund to take the place of one month's HUD operation subsidy in the case of non-payment. A motion to table was made by Vice Chairperson Rabbitt and was seconded by Commissioner Gannon.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

## **Commissioner Nieves**

**Resolution #1026 – PHA 5 Year and Annual Plan – FY 2014.**

**Chairperson Carrera asked if anyone had any questions or objections to the Resolution #1026– PHA 5 Year and Annual Plan – FY 2014. Executive Director Vadnais gave an overview on our capital improvement plan, CDBG funding for water parks and playgrounds, window and stove replacements and money put aside based on \$1.3MM from last year. Also, energy performance contracts and bigger projects such as redevelopment of 560 Prospect, tax credits and innovative capital improvement projects were discussed.**

**Chairperson Carrera asked for a motion to approve Resolution #1026 – PHA 5 Year and Annual Plan – FY 21014. A motion was made by Vice Chairperson Rabbitt and was seconded by Commissioner Legrand.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

### **AYES**

**Chairperson Carrera  
Vice Chairperson Rabbitt  
Commissioner Goulet  
Commissioner Ricci  
Commissioner Legrand  
Commissioner Gannon**

### **NAYS**

## **Commissioner Nieves**

**Approval: To award Engineering Services to provide support of various maintenance and repairs activities at various facilities.**

**Chairperson Carrera asked if anyone had any questions or objections to the Approval to award Engineering Services to provide support of various maintenance and repairs activities at various facilities. After a discussion with the Board and the Executive Director, it was decided to table the Engineering Services approval.**

**Chairperson Carrera asked for a motion to table the Approval to award Engineering Services to provide support of various maintenance and repairs activities at various facilities. A motion to table the Engineering Services was made by Vice Chairperson Rabbitt and was seconded by Commissioner Nieves.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

### **AYES**

### **NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

**Approval: to send the new FSS Coordinator to attend the Family Self-Sufficiency Training March 5, 2013 through March 7, 2013 - High Point, N.C.**

**Chairperson Carrera asked if anyone had any questions or objections to send the new FSS Coordinator, Justin Barros to attend the Family Self-Sufficiency Training March 5, 2013 through March 7, 2013 - High Point, N.C.**

**Chairperson Carrera asked for a motion for Approval to send the new FSS Coordinator to attend the Family Self-Sufficiency Training March 5, 2013 through March 7, 2013 - High Point, N.C. A motion was made by Vice Chairperson Rabbitt and was seconded by Commissioner Goulet.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

**Approval: To extend the Elderly Security contract with NESCTC Security for one year – a period beginning January 1, 2013 through December 31, 2013.**

**Chairperson Carrera asked if anyone had any questions or objections to the Approval to extend the Elderly Security contract with NESCTC Security for one year – a period beginning January 1, 2013 through December 31, 2013.**

**Chairperson Carrera asked for a motion for Approval extends the Elderly Security contract with NESCTC Security for one year – a period beginning January 1, 2013 through December 31, 2013. A motion was made by Vice Chairperson Rabbitt and was seconded by Commissioner Nieves.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

**Executive Session:**

**No Executive Session.**

**Other Business:**

**None.**

**Adjournment:**

**There being no further business Chairperson Carrera made a motion to adjourn the Board of Commissioners January 23, 2013 meeting. A motion to adjourn the Board of Commissioners January 23, 2013 meeting was made by Commissioner Legrand and seconded by Commissioner Nieves.**

**Upon roll call the “Ayes” and “Nays” were as follows:**

**AYES**

**NAYS**

**Chairperson Carrera**

**Vice Chairperson Rabbitt**

**Commissioner Goulet**

**Commissioner Ricci**

**Commissioner Legrand**

**Commissioner Gannon**

**Commissioner Nieves**

**Adjournment at 7:40 P.M.**

**Minutes Submitted and Approved By:**

---

**Stella Carrera, Chairperson**

**Stephen A. Vadnais**

**Executive Director**

---

**Recording Secretary**