

# **BOARD OF COMMISSIONERS REGULAR MEETING**

**St. Germain Community Room**

**401 Mineral Spring Avenue**

**Pawtucket, RI 02860**

**Wednesday, September 18, 2013 at 5:30 P.M.**

## **AGENDA**

**1. Meeting called to Order**

**2. Roll Call**

**3. Resident and Public Concerns**

**4. Extract of Minutes of previous year August 22, 2012 Meeting**

**5. Approval of Minutes from August 21, 2013 Meeting**

**6. Correspondence**

**6A. U.S. Department of Housing and Urban Development – HUD approval of one Vacant Unit at Kennedy Manor designated Casualty Loss – dated September 5, 2013.**

**6B. U.S. Department of Housing and Urban Development – 2013 Capital Fund Program Amendment to the consolidated Annual Contributions Contract – dated September 9, 2013.**

**6C. U.S. Department of Housing and Urban Development – Indicator 8, Payment Standards – dated September 5, 2013.**

**6D. U.S. Department of Housing and Urban Development – FY2013 Capital Fund Safety and Security Grant – PHA’s application was not selected in the lottery – dated August 29, 2013.**

**6E. U.S. Department of Housing and Urban Development – Fair Housing – Closed case – dated August 16, 2013.**

**7. Report of the Executive Director**

- **Personnel Contract Log**

**8. Consent Agenda - Department Reports**

- **Housing Management**

- o **PHAS Report**

- **Legal Status Report**

- **Operations**

- **Finance**

- a. **Service Contract Log**

- **Security**

- **Resident Services**

- **Section 8**

**9. New Business**

**9.1 Resolutions**

- **Resolution #1040 – Adopting Recovery Action Plan.**

**9.2 Approvals**

- **Approval to award contract for Section 8 HQS Inspection Service**

- **Approval to award contract for Galego Court Sewer & Drainage Repair**

## **10. Executive Session**

- **Union Negotiations**

**A. Approval of Past Executive Session Minutes: June 19, 2013**

## **11. Other Business**

## **12. Adjournment**

**THERE WILL BE INTERPRETATION SERVICES AVAILABLE AT THE MEETING**

## **BOARD OF COMMISSIONERS REGULAR MEETING**

**St. Germain Manor**

**401 Mineral Spring Avenue**

**Pawtucket, RI 02860**

**Wednesday, September 18, 2013 5:30 pm**

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

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

**Present**

**Kevin Rabbitt, Chairperson**

**Reinaldo Nieves, Jr., Vice Chairperson**

**Stella Carrera, Commissioner**

**Raymond Gannon, Commissioner**

**Harvey Goulet, Commissioner**

**Diane Legrand, Commissioner**

**Robert Ricci, Commissioner**

**Stephen Vadnais, Executive Director**

**Jim Goff, Deputy Executive Director**

**Maureen McNulty, Executive Secretary**

**Joseph Loconto, Finance Director**

**Robert Corsini, Director of Operations**

**Lisa Cloutier, Attorney**

**Jeff Kasle, Attorney**

### **Resident and Public Concerns**

**Chairperson Kevin Rabbitt opened up the floor to resident concerns and/or issues at St. Germain Manor. Security at St. Germain was the first topic from the residents. Director Vadnais explained to the residents that we would like to see more security, but the federal government has made serious cuts in housing authorities funding. Our security works five-days a week on alternating shifts. If funding gets better, we will increase the security. Chairperson Rabbitt questioned why building C at St. Germain waited six weeks for a call box to be fixed. Director Vadnais said it was beyond our control. It involved two of our telephone providers. Ms. Evora noted that the main door was stuck. We will follow up with Jim Wood. A note of**

bicycles in the hallways was made. This issue should be worked with the manager as bikes in the hallways are not appropriate. The Director was asked to check on an A/C unit in a bedroom that should be moved to the living room. Commissioner Gannon asked if a tenant had a complaint, was a work order made out. Director Vadnais said the tenant should go to the development manager and if required a work order, it should be initiated by the manager. Hallway rug conditions were discussed and the shrub behind the back door of building A that is overgrown.

### **Approval of Minutes**

Chairperson Rabbitt asked if anyone had any questions or objections to the minutes of August 21, 2013 meeting. There were no other questions or objections.

A motion was made to approve the minutes of August 21, 2013 by Commissioner Carrera and was seconded by Vice Chairperson Nieves.

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Gannon**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

### **Correspondence**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Correspondence for August, 2013. Commissioner Carrera questioned the HUD correspondence 6C Payment Standards on the SEMAP program score for fiscal year ending March 31, 2013. Director Vadnais explained that we rounded up the payment standard one dollar over the maximum allowed and HUD reset the zero bedroom payment standard.**

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

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

**Chairperson Rabbitt asked if anyone had objections or questions to the Executive Director's Reports for August 2013. Director Vadnais said Attorney Jeff Kastle will give us an update on the union negotiations in executive session. A special Board meeting will be held on September 26th topic being 560 Prospect Revitalization with EJP, Inc. The Director met with Rhode Island Housing in regard to the 560 Prospect project and had a good meeting with their director Richard Godfrey. The Director then addressed the Federal Sequester and its impact on the housing authority. As of now we don't know if we will have a federal government shutdown by October 1st since**

**Congress has not passed a budget at this time. Director Vadnais was invited to the City of Pawtucket Code Red meeting. Senior staff and Security Managers attended the training.**

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

## **Consent Agenda Department Reports**

- **Housing Management**

**Chairperson Kevin Rabbitt asked if there were any questions or objections to the Housing**

**Management Reports for August 2013. Chairperson Rabbitt noted that the monthly rents are declining once again. Mr. Goff explained the rent collection process to the Board and that he follows-up every week with the development managers. Commissioner Carrera asked Mr. Goff about the July eviction process and the residents occupying the apartment until September. Mr. Goff said that is the normal part of the eviction process. The development manager was absent from work and the judge would not allow us to proceed without her.**

**There were no further questions or objections.**

- o **MASS Report**

**Chairperson Rabbitt asked if there were any questions or objections regarding the August 2013 MASS Report.**

**There were no questions or objections to the MASS Report.**

- **Legal Status Report**

**Chairperson Rabbitt asked if there were any questions or objections regarding the Legal Status Reports from Attorney's Montalbano and Cloutier's office for August 2013.**

**There were no further questions regarding the Legal Status Report.**

- **Operations**

**Chairperson Rabbitt asked if there were any questions or objections to the Modernization Reports for August 2013. Commissioner Carrera congratulated Robert Corsini, Director of Operations for the success of the planned electrical outage at 560 Prospect and his very good monthly report.**

**There were no further questions or objections regarding the Modernization Report.**

- **Finance**

**Chairperson Rabbitt asked if there were any questions or objections regarding the Finance Reports for August 2013.**

**There were no further questions or objections.**

- o **Service Contract Log**

**Chairperson Rabbitt asked if there were any questions or objections regarding the Service Contract Logs for August 2013.**

**There were no further questions or objections.**

- **Security**

**Chairperson Rabbitt asked if there were any questions or objections**

regarding the Security Reports for August 2013. Commissioner Goulet discussed the broken gas pipe incident at 560 Prospect. Also discussed was the grant application for cameras that PHA applied for. It was selected by lottery and we did not get it.

There were no further questions or objections.

- **Resident Services Report**

Chairperson Rabbitt asked if there were any questions or objections regarding the Resident Services Reports for August 2013.

There were no further questions or objections.

### **Section 8 Monthly Reports**

Chairperson Rabbitt asked if anyone had objections or questions to the Section 8 Monthly Reports August 2013.

There were no further questions or objections.

There being no additional comments, questions or concerns regarding the Consent Agenda, Chairperson Rabbitt asked that the Consent Agenda for August 2013 be received and placed on file.

### **New Business**

#### **Resolution #1040 – Adopting Recovery Action Plan**

Chairperson Rabbitt asked if anyone had any questions or objections to the Resolution #1040 – Adopting Recovery Action Plan. Director Stephen Vadnais referred to the substandard financial performer for

**Fiscal Year 2012. HUD approved the Recovery Act Plan on August 1, 2013 and requested Board approval for the plan.**

**Chairperson Rabbitt asked for a motion to approve Resolution #1040 – Adopting Recovery Action Plan. A motion to approve was made by Commissioner Carrera and was seconded by Vice Chairperson Nieves.**

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Gannon**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Approval to Award Contract for Section 8 HQS Inspection Service**

**Chairperson Rabbitt asked if anyone had any questions or objections to the approval to Award Contract for Section 8 HQS Inspection Services. Executive Director Vadnais favored to table the item to Award Contract for Section 8 HQS Inspection Service.**

**Chairperson Rabbitt asked for a motion to approve to table the Award**

**Contract for Section 8 HQS Inspection Service. A motion to table was made by Commissioner Carrera and was seconded by Vice Chairperson Nieves.**

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commmissioner Carrera**

**Commissioner Gannon**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Approval to Award Contract for Galego Court Sewer & Drainage Repair**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Approval to Award Contract for Galego Court Sewer & Drainage Repair to Dennis Diffley, Co. Director of Operations, Robert Corsini explained that there were four bids received and Diffley Co. is the most qualified for the sewer and drainage repairs.**

**Chairperson Rabbitt asked for a motion for Approval to Enter into Contract with Dennis Diffley Company for Galego Court Sewer & Drainage Repair. A motion to approve was made by Commissioner**

**Carrera and was seconded by Vice Chairperson Nieves.**

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Goulet**

**Commissioner Gannon**

**Commissioner Legrand**

**Commissioner Ricci**

**Executive Session:**

**Chairperson Rabbitt requested permission to go into Executive Session pursuant to RI General Laws 42-46.5, Section 2, subsection 1 & 2. A motion was made by Commissioner Carrera and seconded by Commissioner Gannon with an affirmative vote by roll call vote:**

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

**AYES    NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Goulet**

**Commissioner Gannon**

**Commissioner Legrand**

**Commissioner Ricci**

**Time in Executive Session 6:25 P.M.**

**Motion to come out of closed meeting and seal the minutes,  
accordance with RI**

**Law Sec. 42-46-4. A motion was made by Commissioner Carrera and  
seconded by Vice Chairperson Nieves with an affirmative vote by roll  
call:**

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Goulet**

**Commissioner Gannon**

**Commissioner Legrand**

**Commissioner Ricci**

**Time out of Executive Session 6:49 P.M.**

**Personnel:**

**None.**

**Other Business:**

**None.**

**Adjournment:**

**There being no further business Chairperson Rabbitt made a motion to adjourn the Board of Commissioners September 18, 2013 meeting.**

**A motion to adjourn the Board of Commissioners September 18, 2013 meeting was made by Commissioner Carrera and seconded by Commissioner Nieves.**

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Goulet**

**Commissioner Gannon**

**Commissioner Legrand**

**Commissioner Ricci**

**Adjournment at 6:50 P.M.**

**Minutes Submitted and Approved By:**

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**Kevin Rabbitt, Chairperson**

**Stephen A. Vadnais**

**Executive Director**

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**Recording Secretary**