

BOARD OF COMMISSIONERS REGULAR MEETING

560 Prospect Street Community Room

Pawtucket, RI 02860

Wednesday March 19, 2014 at 5:30 P.M.

AGENDA

1. Meeting called to Order

2. Roll Call

3. Extract Minutes of Previous Year March 13, 2013

4. Resident and Public Concerns

5. Approval of Minutes from February 26, 2014 Meeting

6. Correspondence

6A. U.S. Department of Housing and Urban Development, HUD approval of one Vacant Unit for modernization at Kennedy Manor – dated March 11, 2014

6B. Rhode Island Department of Health, Asbestos abatement plan approved as conforming with Part C of the RI Rules and Regulations for Asbestos Control – dated March 6, 2014

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 #1051 – Approving the Revised Administrative Plan for the Pawtucket Housing Authority’s Housing Choice Voucher (Section 8) Program to include a Project Based Voucher Program.**

- **Resolution #1054 – Revised PHA 5 Year and Annual Plan FY2015**

9.2 Approvals

- **Approval for Integrated Pest Control Services**

10. Old Business

11. Executive Session

12. Other Business

13. Adjournment

THERE WILL BE INTERPRETATION SERVICES AVAILABLE AT THE MEETING

The meeting was called to order by Chairperson Kevin Rabbitt at 5:30

P.M. with a motion by Commissioner Carrera and a seconded by Commissioner Legrand.

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

Maureen McNulty, Executive Secretary

Jim Goff, Deputy Executive Director

Jim Ruthowski, Director of Security

Bob Corsini, Director of Operations

Joseph Loconto, Finance Director

Lisa Cloutier, Attorney

Resident and Public Concerns

Residents referred to the pre-Board meeting conversation with Executive Director, Stephen Vadnais regarding the laundry room and the equipment not being kept clean. We have someone on stipend

who will keep up with the laundry room the Director noted. If there are any further concerns, Chairperson Rabbitt requests the tenants bring it to the development managers attention. Commissioner Goulet asked about the item on the Executive Director's report of increased drug activity in the development. Director Vadnais said he has concerns about this drug activity. Information was passed on to the police department and at this time this is a confidential matter. Mrs. Dorothy Remiesiewicz praised the housing authority for the fine recycling program at the development. One building was cited as having food thrown on the ground to feed birds. After the meeting, a group will go into the development to address and correct this problem. Resident's children are returning by bus from the Boys and Girls club in the evening and are running through the property breaking windows. We will talk to the Boys and Girls club asking them to bring the children home to their apartment doors to prevent this.

There were no further questions.

Approval of Minutes

Chairperson Rabbitt asked if anyone had any questions or objections to the minutes of February 26, 2014 meeting.

There were no other questions or objections.

A motion was made to approve the minutes of February 26, 2014 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 February 2014. The first was a HUD correspondence referring to a unit put off-line because of water leak repairs to be completed by the contractor. The second correspondence was an approval letter from the Rhode Island Department of Health concerning capital improvement project asbestos abatement to replace the floors at Burns Manor community room 95 Park Street.

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

Executive Director’s Report

Chairperson Rabbitt asked if anyone had any objections or questions

to the Executive Director's Reports for February 2014.

Executive Director Vadnais reviewed his report for the Board. He gave an update on the Rental Assistance Demonstration (RAD). HUD is still working on authorizing legislation to increase the 60K housing unit cap on the program. It is likely that the cap gets lifted in the 2015 appropriations bill in the fall. HUD is reviewing applications and hopes to give contingent approvals within the next 60 to 90 days. Under new business the Project Base Section 8 resolution would allow the housing authority to attach some of its vouchers (up to 20%) to support other developments in the city. We put in an application for Summer Vista programs once again. Our Vista volunteer at Prospect, Samantha deManbey is producing a YouTube presentation on resident service programs on our website and also a new resident orientation DVD. Director Vadnais and Security Director, Jim Ruthowski met with a security camera company that also does monitoring. With our security cuts we can use this technology. We are looking at the budget in capital funds to upgrade to this new technology. We will do a road trip in May to see this technology and the Commissioners are welcome to come with us. This technology also takes pictures of license plate numbers. There being no questions 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 February 2014. Chairperson Rabbitt noted that Prospect and Galego rent collection rates were at 95% this month. Managers should do this all the time. They should move in the right direction. Kennedy Manor is 93% this month. Chairperson Rabbitt said we will look at it next month. Commissioner Gannon requested the demographic composition of St. Germain compared to Burns Manor. Director Vadnais said we would do an age roll for the Board.

There were no further questions or objections to the Housing Management report at this time.

o MASS Report

Chairperson Rabbitt asked if there were any questions or objections regarding the February 2014 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 February 2014.

Commissioner Carrera questions the Legal Status Report P.1 number 3 on the March 3rd termination. Attorney Lisa Cloutier will report back to the Director tomorrow on this.

There were no further questions regarding the Legal Status Report.

- **Operations**

Chairperson Rabbitt asked if there were any questions or objections to the Operations Reports for February 2014.

There were no further questions or objections regarding the Operations Report.

- **Finance**

Chairperson Rabbitt asked if there were any questions or objections regarding the Finance Report for February 2014.

There were no further questions or objections regarding the Finance Report.

- o **Service Contract Log**

Chairperson Rabbitt asked if there were any questions or objections regarding the Service Contract Logs for February 2014.

There were no further questions or objections.

- **Security**

Chairperson Rabbitt asked if there were any questions or objections regarding the Security Report for February 2014. Chairperson Rabbitt inquired about a fire at Kennedy in the apartment of a resident and how we are going to prevent him from further fires. Mr. Goff said the choice was to terminate the resident or put in a microwave. The stove was removed. The Chairperson asked if someone could

follow-up and did we have the tenant sign for compliance. Mr. Goff said yes the tenant did sign. The Chairperson said next month give us an idea of the steps you are taking to remedy this.

There were no further questions or objections.

- **Resident Services Report**

Chairperson Rabbitt asked if there were any questions or objections regarding the Resident Services Report for February 2014.

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 Report for February 2014.

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 February 2014 be received and placed on file.

New Business

Resolution #1051 – Approving the Revised Administrative Plan for the Pawtucket Housing Authority’s Housing Choice Voucher (Section 8) Program to include a Project Based Voucher Program

Chairperson Rabbitt asked if anyone had any questions or objections

to the Approval of Resolution #1051– Approving the Revised Administrative Plan for the Pawtucket Housing Authority’s Housing Choice Voucher (Section 8) Program to include a Project Based Voucher Program. The Board decided to table this resolution until the next scheduled meeting.

Chairperson Rabbitt asked for a motion to table Resolution #1051 – Approving the Revised Administrative Plan for the Pawtucket Housing Authority’s Housing Choice Voucher (Section 8) Program to include a Project Based Voucher Program until the next Board meeting.

A motion to table Resolution #1051 - Approving the Revised Administrative Plan for the Pawtucket Housing Authority’s Housing Choice Voucher (Section 8) Program to include a Project Based Voucher Program was made by Commissioner Carrera and was seconded by Commissioner Goulet.

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

Resolution #1054 – Revised PHA 5 Year and Annual Plan FY 2015

Chairperson Rabbitt asked if anyone had any questions or objections to the Approval of Resolution #1054 – Revised PHA 5 Year and Annual Plan FY 2015.

Chairperson Rabbitt asked for a motion for Approval to Resolution #1054 – Revised PHA 5 Year and Annual Plan FY 2015. A motion 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

Approvals – Approval for Integrated Pest Control Services

Chairperson Rabbitt asked if anyone had any questions or objections to the Approval for Integrated Pest Control Services from the three bids that were received.

Chairperson Rabbitt asked for a motion for Approval for Integrated Pest Control to be Awarded to Arrest-A-Pest with a two year contract and an optional one year renewal. A motion was made by Commissioner Carrera and was seconded by Vic 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

Old Business

None.

Executive Session:

None.

Approval of Executive Minutes

None

Personnel:

None.

Other Business:

None.

Adjournment:

There being no further business Chairperson Rabbitt made a motion to adjourn the Board of Commissioners March 19, 2014 meeting.

A motion to adjourn the Board of Commissioners March 19, 2014 meeting was made by Commissioner Gannon and seconded by Commissioner Legrand.

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

Adjournment at 6:45 P.M.

Minutes Submitted and Approved By:

Kevin Rabbitt, Chairperson

Stephen A. Vadnais

Executive Director

Recording Secretary