

# **BOARD OF COMMISSIONERS REGULAR MEETING**

**Galego Court**

**Community Room**

**483 Weeden Street**

**Pawtucket, RI 02860**

**Wednesday May 21, 2014 at 5:30 P.M.**

## **REVISED AGENDA**

**1. Meeting called to Order**

**2. Roll Call**

**3. Resident and Public Concerns**

**4. Extract Minutes of Previous Year May 15, 2013**

**5. Approval of Minutes from April 16, 2014 Meeting**

**6. Approval of Minutes from April 30, 2014 Special Meeting**

**7. Correspondence**

**7A. U.S. Department of Housing and Urban Development – HUD approval of one Vacant Unit for modernization – dated April 24, 2014**

**7B. Pawtucket Housing Authority – RAD Tenant Protections in Section 1.7.B and 1.7.C of PIH Notice 2012-32 – dated April 24, 2014**

**7C. U.S. Department of Housing and Urban Development – Designated Housing Plan for Fogarty Manor and Burns Manor is approved – dated April 22, 2014**

**7D. U.S. Department of Housing and Urban Development – Section 8  
Five-Year Mainstream Program Estimate, Supporting Data and  
Requisition, Fiscal Year Ending: 03/31/15 – dated March 26, 2014**

**8. Report of the Executive Director**

- **Personnel Contract Log**

**9. Consent Agenda - Department Reports**

- **Housing Management**

- o **PHAS Report**

- **Legal Status Report**

- **Operations**

- **Finance**

- a. **Service Contract Log**

- **Security**

- **Resident Services**

- **Section 8**

**10. New Business**

**10.1 Resolutions**

- **Resolution #1059 – Section 8 Management Assessment Program (SEMAP) Certification for FY 2014**

- **Resolution #1060 – Revision #1 of PHA Procurement Policy**

**10.2 Approvals**

- **Approval for Burns Manor Community Room/Hallways Flooring and Asbestos Abatement**

- Approval for Joseph Loconto, Finance Director to attend a RAD Network Workshop June 4-5 HUD Headquarters Washington, DC
- Approval for Stephen Vadnais, Executive Director to attend a meeting with HUD in Washington , DC to discuss the 560 Prospect Street RAD Project in early June

## **11. Old Business**

**11A. Resolution #1058 – Approval of Conflict of Interest Policy and Annual Statement**

## **12. Executive Session**

**A. Union Negotiations – Update Union Negotiations and Possible Ratification of one (1) year contract 2/1/2013 – 1/31/2014 with Teamsters Union Local #251**

### **B. Personnel Matters**

**&#61616; Discussion on Executive Director’s Contract**

## **13. Other Business**

## **14. 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 was 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 Absent**

**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**

**John Montalbano, Attorney**

**Jeff Kastle, Attorney**

## **Resident and Public Concerns**

**Chairperson Rabbitt addressed the residents concerning their housing interests at Galego Court. A concern about watching the children in the kid's park this summer was brought up. Director Vadnais will talk to Development Manager, Diana Hilerio and Operations Director, Bob Corsini to discuss rules, signage and regulations with the summer programs. Children in Galego Manor are**

running and being left without parental supervision according to our residents. Chairperson Rabbitt asked if residents talked to Diana Hilerio about this problem. She is the manager and she needs the input from the residents in order to do her job. Chairperson Rabbitt recommended Edith Encarnacion to speak with Diana Hilerio in the morning about the residents' concerns. Another resident spoke about her special needs concern. Director Vadnais asked the resident to see Diana Hilerio if you need accommodations. We will see if we can make some changes around you. Issues about kids playing in the laundry rooms were brought up. Director Vadnais said kids are acting out; we are concerned and parents are responsible for their children. We have had discussions in the last six months about this out of control behavior. Head Start is experiencing the same behavior conditions.

Parking spaces and loud music outside by people who do not live here was another complaint. Jim Ruthowski, Security Director noted that starting next week assigned parking will begin. And, if you have a problem with loud music, do not hesitate to call the police department and give them as much information as you can. Other housing problems were addressed by residents. Chairperson Rabbitt said to contact the Development Manager and follow-up with her on your concerns. The residents did say that our maintenance department is doing a really good job.

**Approval of Minutes**

**Chairperson Rabbitt asked if anyone had any questions or objections to the minutes of April 16, 2014 meeting.**

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

**A motion was made to approve the minutes of April 16, 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     Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Correspondence**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Correspondence for April 2014.**

**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 April 2014. Chairperson Rabbitt asked about the report that noted a resident questioning why the Galego Garden was a mess. Director Vadnais said the New Urban Farmers were responsible to keep the garden in a suitable condition. Some of their old projects need to be cleaned up and kept clean. 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 April 2014. Chairperson Rabbitt thanked Mr. Goff for preparing P2 of his report on ongoing monitoring at Kennedy Manor for fire hazards and for the high ratings of rent collection at the family sites. It needs to be constantly monitored and kept up. 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 April 2014 MASS Report. There were no further questions or objections to the Housing Management report at this time.**

- **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 April 2014.

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 April 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 April 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 April 2014.

There were no further questions or objections.

- **Security**

Chairperson Rabbitt asked if there were any questions or objections regarding the Security Report for April 2014. Commissioner Goulet

recognized the good PR received on incidents with camera coverage. Security Director, Jim Ruthowski explained the work he did on a complaint from an elderly Kennedy Manor woman and a man who exposed himself to her. The result was the man was arrested. The Security Director acknowledged the good job Tom Gifford did on the vandalism issue at the Prospect playground and how he brought in all the families of the eight to ten girls involved. Arrangements have been made to have the families share the cost of the cleanup. There was a murder suspect in which the Pawtucket Police had no information except one shot of the car from our camera. This was good police work and we did help out.

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 April 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 April 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 April 2014 be received and placed on file.

## **New Business**

### **Resolution #1059 – Section 8 Management Assessment Program (SEMAP) Certification for FY 2014**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Approval of Resolution #1059 – Section 8 Management Assessment Program (SEMAP) Certification for FY 2014.**

**Chairperson Rabbitt asked for a motion to approve Resolution #1059 – Section 8 Management Assessment Program (SEMAP) Certification for FY 2014. 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      Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Resolution #1060 – Revision #1 of PHA Procurement Policy**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Approval of Resolution #1060 – Revision #1 of PHA Procurement Policy.**

**Chairperson Rabbitt asked for a motion to approve Resolution #1060 – Approving Revision #1 of PHA Procurement Policy.**

**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**

**Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Approvals – Approval for Burns Community Room / Hallways Flooring and Asbestos Abatement**

**Chairperson Rabbitt asked if anyone had any questions or objections for the Approval of Burns Community Room / Hallways Flooring and Asbestos Abatement.**

**Chairperson Rabbitt asked for a motion for Approval to award to Coletta Contracting Corporation, Inc. the sum of (thirty-one thousand and nine hundred dollars) \$31,900 for Burns Community Room / Hallways Flooring and Asbestos Abatement.**

**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**

**Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Approvals – Approval for Joseph Loconto, Finance Director to attend a RAD Network Workshop June 4 & 5 at HUD Headquarters in Washington, DC**

**Chairperson Rabbitt asked if anyone had any questions or objections for the Approval of Joseph Loconto, Finance Director to attend a RAD Network Workshop June 4 & 5 at HUD Headquarters in Washington, DC.**

**Chairperson Rabbitt asked for a motion for Approval for Joseph Loconto, Finance Director to attend a RAD Network Workshop June 4 & 5 at HUD Headquarters in Washington, DC.**

**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**

**Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Approvals – Approval for Stephen A. Vadnais, Executive Director to attend a meeting at HUD Headquarters in Washington, DC to discuss**

**the 560 Prospect Street RAD Project in early June**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Approval of Stephen A. Vadnais, Executive Director to attend a meeting at HUD Headquarters in Washington, DC to discuss the 560 Prospect Street RAD Project in early June.**

**Chairperson Rabbitt asked for a motion for Approval of Stephen A. Vadnais, Executive Director to attend a meeting at HUD Headquarters in Washington, DC to discuss the 560 Prospect Street RAD Project in early June.**

**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**

**Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

## **Old Business**

### **Resolution #1058– Approval of Conflict of Interest Policy and Annual Statement**

**Chairperson Rabbitt asked if anyone had any questions or objections to the Approval of Resolution #1058 – Approval of the Conflict of Interest Policy and Annual Statement.**

**Chairperson Rabbitt asked for a motion to approve Resolution #1058 – Approval of the Conflict of Interest Policy and Annual Statement. A motion to approve Resolution #1058 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**

**Absent**

**Commissioner Goulet**

**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 Goulet 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    Absent**

**Commissioner Legrand**

**Commissioner Ricci**

**Time in Executive Session 6:15 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 Commissioner Goulet 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 Absent**

**Commissioner Legrand**

**Commissioner Ricci**

**Time out of Executive Session 6:50 P.M.**

**Union Negotiations: Update Union Negotiations and Possible Ratification of one (1) year contract 2/1/2013 – 1/31/2014 with Teamsters Union Local #251**

**Chairperson Rabbitt asked for a motion to approve the Ratification of one (1) year contract 2/1/2013 – 1/31/2014 with Teamsters Union Local #251.**

**A motion to approve the Ratification of one (1) year contract 2/1/2013 – 1/31/2014 with Teamsters Union Local #251 was made by Commissioner Ricci and seconded by Commissioner Legrand with an affirmative 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 Absent**

**Commissioner Legrand**

**Commissioner Ricci**

**Personnel Matters: Discussion on Executive Director's Contract**

**Chairperson Rabbitt asked for a motion to approve a 7% increase, a three (3) year employment contract as of 7/20/14 – 7/201/17, a one (1) year extension and a salary review every year.**

**A motion to approve a 7% increase, a three (3) year employment contract as of 7/20/14 – 7/201/17, a one (1) year extension and a salary review every year was made by Commissioner Ricci and seconded by Commissioner Legrand with an affirmative 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 Absent**

**Commissioner Legrand**

**Commissioner Ricci**

**Approval of Executive Minutes April 16, 2014**

**Chairperson Rabbitt asked for a motion to approve the Executive Minutes for April 16, 2014. A motion to approve the Executive Minutes of April 16, 2014 was made by Commissioner Ricci and seconded by Commissioner Legrand with an affirmative 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 Absent**

**Commissioner Legrand**

**Commissioner Ricci**

**Adjournment:**

**There being no further business Chairperson Rabbitt made a motion to adjourn the Board of Commissioners May 21, 2014 meeting.**

**A motion to adjourn the Board of Commissioners May 21, 2014 meeting was made by Vice Chairperson Nieves and seconded by Commissioner Carrera.**

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

**AYES**

**NAYS**

**Chairperson Rabbitt**

**Vice Chairperson Nieves**

**Commissioner Carrera**

**Commissioner Gannon Absent**

**Commissioner Goulet**

**Commissioner Legrand**

**Commissioner Ricci**

**Adjournment at 7:17 P.M.**