

BOARD OF COMMISSIONERS REGULAR MEETING

Fogarty Manor

15th Floor Board Room

214 Roosevelt Avenue

Pawtucket, RI 02860

Wednesday, March 11, 2015 at 5:30 P.M.

1. Meeting called to Order

2. Roll Call

3. Resident and Public Concerns

4. Election of Vice Chair

5. Approval of Minutes from February 18, 2015 Meeting

6. Correspondence

6A. State of Rhode Island and Providence Plantations, Historical Preservation & Heritage Commission – National Register Consideration Prospect Heights, 560 Prospect Street, Pawtucket – dated February 19, 2015

6B. U.S. Department of Housing and Urban Development – FY2014 Choice Neighborhoods Planning Grant Application – dated January 27, 2015

6C. Resignation letter from Commissioner Reinaldo Nieves, Jr. – dated November 21, 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**
 - o **Service Contract Log**
- **Security**
- **Resident Services**
- **Section 8**

9. New Business

9.1 Resolutions

- **Resolution #1076 – PHA Operating Budget 4/1/15 – 3/31/16***
- **Resolution #1077 – Amendment to the Capital Fund Program for 2015**

9.2 Approvals

- **Approval of Auditor's Contract for FY2015 & FY2016**
- **Approval to award contract for Housing Authority Community Garden Program**

10. Old Business

11. Executive Session

12. Other Business

13. Adjournment

***Howard Gordon, CPA will be present for the FY2015 Operating Budget presentation.**

****30 Minute Presentation “New Heights” video at the beginning of the meeting.**

THERE WILL BE INTERPRETATION SERVICES AVAILABLE AT THE MEETING

The meeting was called to order by Commissioner Carrera at 5:32 P.M. with a motion by Commissioner Ricci and was seconded by Commissioner Kelley.

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

Present

Kevin Rabbitt, Chairperson Arrived 5:40 pm

Stella Carrera, Commissioner

Harvey Goulet, Commissioner Absent

George Kelley, III, Commissioner

Robert Ricci, Commissioner

Beth Roberge, Commissioner

Stephen Vadnais, Executive Director

Maureen McNulty, Executive Secretary Absent

Therese Gorman, Security Secretary

Jim Goff, Deputy Executive Director

Joseph Loconto, Finance Director
James Ruthowski, Security Director
Robert Corsini, Operations Director
Lisa Cloutier, Attorney
Howard Gordon, CPA

Election of Vice Chairperson

Commissioner Stella Carrera turned the meeting over to the Executive Director. Executive Director, Stephen Vadnais asked two times for nominations for the position of Vice Chairperson for the Board of Commissioners for the period of March 11, 2015 through July 14, 2015.

Commissioner Beth Roberge made a motion to nominate Commissioner Stella Carrera for the position of Vice Chairperson for the Board. Commissioner George Kelley, III seconded this motion.

Roll Call Vote:

AYES NAYS

Chairperson Kevin Rabbitt	Late
Commissioner Stella Carrera	
Commissioner Kelley	

Commissioner Goulet Absent

Commissioner Ricci

Commissioner Roberge

Congratulations were given to Vice Chairperson Stella Carrera from the Board and the staff.

Executive Director, Stephen Vadnais turned the meeting over to Vice Chairperson, Stella Carrera.

Resident and Public Concerns

None.

Approval of Minutes

Vice Chairperson Carrera asked if anyone had any questions or objections to the minutes of February 18, 2015 meeting.

A motion was made to approve the minutes of the February 18, 2015 meeting by Commissioner Roberge and was seconded by Commissioner Kelley.

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

AYES

NAYS

Chairperson Rabbitt Late

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Correspondence

Vice Chairperson Carrera asked if anyone had any questions or objections to the Correspondence for March 2015. The Executive Director reviewed the document from the State of R.I. Historical and Preservation Commission in connection with the National Register Consideration for Prospect Heights, 560 Prospect Street, Pawtucket, RI. The second correspondence was from HUD FY2014 Choice Neighborhoods Planning Grant Application for Galego Court and Woodlawn neighborhood. Director Vadnais reviewed the letter from HUD which explained that as a result of the threshold failure, the Pawtucket Housing Authority could not be considered further for funding and was not rated, in accordance with Section III.A.5 or V.B. of the NOFA.

There were no further questions.

Executive Director's Report

Vice Chairperson Carrera asked if anyone had any objections or questions to the Executive Director's Report for February 2015. Director Vadnais reviewed his monthly report for the Board. Director Vadnais acknowledged all the Maintenance employees at this past quarterly staff meeting for their diligent and industrious contribution to the snow removal this past winter. Each maintenance staff

member received a gift card and will be taken to lunch by the Director. The Pawtucket Housing Authority and the Central Falls Housing Authority in conjunction will send out an RFP for Prevention-based Counseling and Case Management Services. Also, an RFP for legal services will be advertised next week. The contract will be for two (2) years with a third-year option. Omni/Winn received a letter from Rhode Island Housing notifying the PHA that we did not meet the threshold for this round of 9% Low Income Housing Tax Credits (LIHTC) due to not having zoning approval or all the other financing in place. We also need a relocation plan. We still need to have discussions with the developers as to whether we are ready once we get final RAD approval, as the 9% LIHTC is for Phase II. The Director's report was received and placed on file.

Consent Agenda Department Reports

- **Housing Management**

Vice Chairperson Carrera asked if there were any questions or objections to the Housing Management Reports for February 2015. There were no questions or objections to the Housing Management report at this time.

- o **PHAS Report**

Vice Chairperson Carrera asked if there were any questions or objections regarding the February 2015 report. There were no questions or objections to the PHAS report at this time.

- **Legal Status Report**

Vice Chairperson Carrera asked if there were any questions or objections regarding the Legal Status Reports from Attorneys Montalbano and Cloutier's office for February 2015. There were no questions or objections regarding the Legal Status Report.

- **Operations**

Vice Chairperson Carrera asked if there were any questions or objections to the Operations Reports for February 2015. There were no further questions or objections regarding the Operations Report.

- **Finance**

Vice Chairperson Carrera asked if there were any questions or objections regarding the Finance Reports for February 2015. There were no questions or objections regarding the Finance Report.

- o **Service Contract Log**

Vice Chairperson Carrera asked if there were any questions or objections regarding the Service Contract Logs for February 2015. There were no questions or objections.

- **Security**

Vice Chairperson Carrera asked if there were any questions or objections regarding the Security Report for February 2015. There were no further questions or objections.

- **Resident Services Report**

Vice Chairperson Carrera asked if there were any questions or objections regarding the Resident Services Reports for February 2015. There were no further questions or objections.

Section 8 Monthly Reports

Vice Chairperson Carrera asked if anyone had objections or questions to the Section 8 Monthly Reports for February 2015. There were no further questions or objections.

There being no additional comments, questions or concerns regarding the Consent Agenda, Vice Chairperson Carrera asked that the Consent Agenda for February 2015 be received and placed on file.

Video Presentation to the Board

Executive Director Vadnais announced to the Board of Commissioners that he was presenting a showing of our “New Heights” video which chronicles the history of Prospect Heights. The video was well received by the Board of Commissioners.

Presentation FY2015 Operating Budget

The FY2015 Operating Budget was presented to the Board of Commissioners by Howard Gordon, CPA for the Housing Authority. He noted occupancy was a real issue currently. He reviewed the operating costs and the possibility of RAD development for 560

Prospect. HCV administration fees for Section 8 keep decreasing. Mr. Gordon is concerned about increasing costs and less revenue for the authority. He discussed with the Board and the staff issues on security, number of employee positions, utilities, physical needs and assessment and future cost savings projects.

**Resolution #1076 Approval of PHA Operating Budget 4/1/15-3/31/16
Chairperson Rabbitt asked if anyone had any questions or objections to Resolution #1076 Approval of PHA Operating Budget 4/1/15-3/31/16.**

Chairperson Rabbitt asked for a motion to approve Resolution #1076 Approval of PHA Operating Budget 4/1/15-3/31/16. A motion was made by Vice Chairperson Carrera and seconded by Commissioner Roberge with an affirmative roll call vote:

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Resolution #1077 Amendment to the Capital Fund Program for 2015

Chairperson Rabbitt asked if anyone had any questions or objections to Resolution #1077 Amendments to the Capital Fund Program for 2015.

Chairperson Rabbitt asked for a motion to approve Resolution #1077 Amendment to the Capital Fund Program for 2015. A motion was made by Vice Chairperson Carrera and seconded by Commissioner Roberge with an affirmative roll call vote:

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Approval of RFP for Auditor’s contract for FY2015 & FY2016

Chairperson Rabbitt asked if anyone had any questions or objections for Approval of the RFP for Auditor’s Contract for FY2015 & FY2016.

Of the three proposals received the recommendation for professional service awarded to Rector, Reeder & Lofton due to their excellent professional service.

Chairperson Rabbitt asked for a motion to Approve the Auditor’s Contract for FY2015 and FY 2016 to Rector, Reeder & Lofton. A motion was made by Vice Chairperson Carrera and was seconded by Commissioner Roberge.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Approval of RFP for PHA Community Garden Program

Chairperson Rabbitt asked if anyone had any questions or objections for Approval of the RFP for PHA Community Garden Program. Of the three proposals received the recommendation is for Southside Community Land Trust for a total of \$17,360.

Chairperson Rabbitt asked for a motion to Approve the RFP for PHA Community Garden Program awarded to Southside Community Land Trust. A motion was made by Vice Chairperson Carrera and was seconded by Commissioner Roberge.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Old Business:

None.

Executive Session:

None.

Approval of Executive Minutes

None.

Other Business:

None.

Adjournment:

There being no further business Chairperson Rabbitt made a motion to adjourn the Board of Commissioners March 11, 2015 meeting.

A motion to adjourn the Board of Commissioners March 11, 2015 meeting was made by Vice Chairperson Carrera and seconded by Commissioner Kelley.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Adjournment at 7:37 P.M.