

BOARD OF COMMISSIONERS REGULAR MEETING

Fogarty Manor

15th Floor Board Room

214 Roosevelt Avenue

Pawtucket, RI 02860

Wednesday, April 15, 2015 at 5:30 P.M.

1. Meeting called to Order

2. Roll Call

3. Resident and Public Concerns

4. Approval of Minutes from March 11, 2015 Meeting

5. Correspondence

5A. U.S. Department of Housing and Urban Development – Approval of PHA request for conversion under the RAD for the multi-phased development – dated March 25, 2015

5B. U.S. Department of Housing and Urban Development – CY 2014 Final Administrative Fees Reconciliation –Housing Choice Voucher Program – dated March 23, 2015

5C. U.S. Department of Housing and Urban Development – ROSS-SC Application was not selected for funding through the lottery process – dated March 13, 2015

6. Report of the Executive Director

• Personnel Contract Log

7. Consent Agenda - Department Reports

- **Housing Management**
 - o **PHAS Report**
- **Legal Status Report**
- **Operations**
- **Finance**
 - o **Service Contract Log**
- **Security**
- **Resident Services**
- **Section 8**

8. New Business

8.1 Resolutions

- **Resolution #1078 – 2015 Income Limits for Public Housing & Section 8**
- **Resolution #1079 – Section 8 SEMAP Certification**
- **Resolution #1080 – Write-Off of Uncollectible Accounts Receivable**
- **Resolution #1081 – Homeless Veterans Preference**

8.2 Approvals

- **Approval to award Legal Services contract with Montalbano & Cloutier, LLC for two (2) years – period beginning May 1, 2015 through April 30, 2017**
- **Approval to enter into contract for Physical Conditions Assessment for all developments**
- **Approval to hire two (2) custodians**

9. Old Business

10. Executive Session

11. Other Business

12. Adjournment

THERE WILL BE INTERPRETATION SERVICES AVAILABLE AT THE MEETING

The meeting was called to order by Chairperson Rabbitt 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

Stella Carrera, Commissioner Absent

Harvey Goulet, Commissioner Absent

George Kelley, III, Commissioner

Robert Ricci, Commissioner

Beth Roberge, Commissioner

Stephen Vadnais, Executive Director

Maureen McNulty, Executive Secretary

Jim Goff, Deputy Executive Director

Joseph Loconto, Finance Director

Robert Corsini, Operations Director

Lisa Cloutier, Attorney

Resident and Public Concerns

The meeting was attended by Mr. Frank Carter of Pawtucket. He was inquiring about housing authority financial reports in regard to the Freedom of Information Act. Additional concerns of his were tenant association officers possible payment for their elected positions. Director Vadnais noted that under the HUD Tenant Participation a resident could possibly receive a stipend but not in the Pawtucket Housing Authority.

Approval of Minutes

Chairperson Rabbitt asked if anyone had any questions or objections to the minutes of March 11, 2015 meeting.

A motion was made to approve the minutes of the March 11, 2015 meeting by Commissioner Roberge and was seconded by Commissioner Ricci.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Correspondence

Chairperson Rabbitt asked if anyone had any questions or objections to the Correspondence for March 2015. The Executive Director, Stephen Vadnais reviewed correspondence #5A “Approval for Conversion under the Rental Assistance Demonstration (RAD) for the multi-phased development of PIC Development #RI002000001; Prospect Heights consisting of 292 units and the phasing timelines. He explained that we have a very aggressive timeline and by April 25, 2015 we will go into the HUD computer system to request the removal of 101 units out of public housing inventory into project-based rental assistance under the Section 8 program so the units can become vacant. There are many milestones to be accomplished in the next six months. At the end we will have our finance plan in place for 560 Prospect with a historic designation from the Providence Preservation Society that goes back to the state. We will need the designation approved for historic tax credits. This is a good project for 560 Prospect and the City of Pawtucket. Also reviewed by the Board item #5B CY 2014 Final Administrative Fees Reconciliation – Housing Choice Voucher Program and item #5C HUD Program ROSS-SC NOFA was determined to be eligible for funding but not among those selected for funding through the lottery process.

Executive Director's Report

Chairperson Rabbitt asked if anyone had any objections or questions to the Executive Director's Report for March 2015. Director Vadnais reviewed his monthly report for the Board. He noted that a meeting was held today at the City Hall of Pawtucket with a Q & A on health management. Included in the meeting were Gateway, Providence Center and Family Services of Rhode Island. Director Vadnais discussed this initiative along with Central Falls Housing as a pilot-site based mental health service in public housing. A RAD meeting took place with Barbara Fields, Executive Director of Rhode Island Housing to discuss the project. We will meet again to review the project again and to discuss our need to have financing in six (6) months for Phase 1. The Director's report was received and placed on file.

Consent Agenda Department Reports

• Housing Management

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

o PHAS Report

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

- **Legal Status Report**

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

- **Operations**

Chairperson Rabbitt asked if there were any questions or objections to the Operations Report for March 2015. 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 March 2015. There were no 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 Log for March 2015. There were no questions or objections.

- **Security**

Chairperson Rabbitt asked if there were any questions or objections regarding the Security Report for March 2015. 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 March 2015. 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 March 2015. 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 March 2015 be received and placed on file.

Resolution #1078 Approval of 2015 Income Limits for Public Housing & Section 8

Chairperson Rabbitt asked if anyone had any questions or objections to Resolution #1078 Approval of 2015 Income Limits for Public Housing & Section 8.

Chairperson Rabbitt asked for a motion to approve Resolution #1078 Approval of 2015 Income Limits for Public Housing & Section 8. A motion was made by Commissioner Roberge and seconded by Commissioner Ricci with an affirmative roll call vote:

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Resolution #1079 Section 8 SEMAP Certification

Chairperson Rabbitt asked if anyone had any questions or objections to Resolution #1079 Section 8 SEMAP Certification.

Chairperson Rabbitt asked for a motion to approve Resolution #1079 Section 8 SEMAP Certification. A motion was made by Commissioner Roberge and seconded by Commissioner Ricci with an affirmative roll call vote:

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Resolution #1080 Approval of Write-Off of Uncollectible Accounts Receivable

Chairperson Rabbitt asked if anyone had any questions or objections to Resolution #1080 Approval of Write-Off of Uncollectible Accounts Receivable.

Chairperson Rabbitt asked for a motion to approve Resolution #1080 Approval of Write-Off of Uncollectible Accounts Receivable. A motion was made by Commissioner Roberge and seconded by Commissioner Ricci with an affirmative roll call vote:

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Resolution #1081 Approval of Homeless Veterans Preference

Chairperson Rabbitt asked if anyone had any questions or objections to Resolution #1081 Approval of Homeless Veterans Preference.

After due consideration and discussion Chairperson Rabbitt asked for a motion to table Resolution #1081 Approval of Homeless Veterans Preference for the May 2015 meeting.

A motion to table Resolution #1081 Approval of Homeless Veterans Preference for the May 2015 meeting was made by Commissioner Roberge and seconded by Commissioner Ricci with an affirmative roll call vote:

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Approval to Award Legal Services Contract to Montalbano & Cloutier, LLC for two (2) years – May 1, 2015 through April 30, 2017 with a one (1) year extension

Chairperson Rabbitt asked if anyone had any questions or objections for Approval of the Award of Legal Services Contract to Montalbano & Cloutier, LLC for two (2) years – May 1, 2015 through April 30, 2017

with a one (1) year extension.

Chairperson Rabbitt asked for a motion for an Approval to Award Legal Services Contract to Montalbano & Cloutier, LLC for two (2) years –May 1, 2015 through April 30, 2017 with a one (1) year extension. A motion was made by Commissioner Roberge and was seconded by Commissioner Ricci.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Approval to Enter into Contract for Physical Conditions Assessment for all Developments

Chairperson Rabbitt asked if anyone had any questions or objections for an Approval to Enter into Contract for Physical Conditions Assessment for all Developments. Director Vadnais discussed with the Board a decision to table this approval until the May board meeting.

Chairperson Rabbitt asked for a motion to table the Approval to Enter into Contract for Physical Conditions Assessment for all Developments until the May meeting. A motion was made by Commissioner Roberge and was seconded by Commissioner Ricci.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Approval to Hire Two (2) Custodians

Chairperson Rabbitt asked if anyone had any questions or objections to the Approval to Hire Two (2) Custodians. The Board is requested to approve the hiring of two (2) full-time custodians for the Pawtucket Housing Authority. The two custodians are currently serving as temps and they have performed to our qualifications and expectations.

Chairperson Rabbitt asked for a motion for Approval to Hire Two (2) custodians on a full-time basis. A motion was made by

Commissioner Roberge and was seconded by Commissioner Ricci.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Old Business:

None.

Executive Session:

None.

Approval of Executive Minutes

None.

Other Business:

Commissioner Kelley had a conversation with Finance Director, Joe Loconto on the cost of snow removal over this past winter season.

Mr. Loconto noted that Rhode Island Energy Management Association was submitted a disaster declaration two months ago.

This process will go to until August or September and of the \$40K expenses we may get a return of \$30K. We have a working relationship with the City of Pawtucket and with Jim Ruthowski; Director of Security who is a part of the emergency process.

Director Vadnais announced the Premiere VIP Showing of the 560 Prospect Street “The Documentary” on April 30th at the Blackstone Valley Visitors Center with film maker Samantha Demanbey. Samantha is our former AmeriCorps Vista volunteer from the PHA.

On April 3, 2015 Mayor Donald Grebien appointed a new commissioner who will fill the unexpired term of Reinaldo Nieves. She is Olga Torres and her term will expire July 14, 2017. She will attend the May meeting. The Board of Commissioners welcomes Ms. Torres to her new position.

Adjournment:

There being no further business Chairperson Rabbitt made a motion to adjourn the Board of Commissioners April 15, 2015 meeting.

A motion to adjourn the Board of Commissioners April, 2015 meeting was made by Commissioner Roberge and seconded by Commissioner Ricci.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Carrera Absent

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Adjournment at 6:18 PM