

MINUTES

TOWN OF LINCOLN HOUSING AUTHORITY

BOARD OF COMMISSIONERS

January 25, 2018

Chairman Paul St. Germain called the meeting to order at 6:30 PM at the Manville Manor Community Room, 155 Church Street, Manville, RI, and proceeded to lead the Pledge of Allegiance.

PRESENT

Paul St. Germain, Chairman; Vice-Chairman William H. Peppes; Commissioners Lois Bryant, John McLaughlin, Shilpa Naik and Edward Slattery (joined at 6:36pm). Also in attendance were Executive Director Claudette Kuligowski, Attorney Brian LaPlante of LaPlante Sowa Goldman, and Keith Fortier, Operations & Facilities Manager.

EXCUSED

Commissioner Norman Ricard

APPROVAL OF MINUTES

Chairman St. Germain entertained a motion to approve the minutes of the December 21, 2017 Board meeting as presented. So moved by Commissioner Naik and seconded by Vice-Chairman Peppes. There being no discussion, upon a roll call vote, the motion to approve the

minutes, as presented, was approved 3-0 with Commissioners McLaughlin, Bryant and Slattery abstaining.

COMMUNICATIONS

Chairman St. Germain inquired regarding Payment #15967 For Checks Dated: 12/19/2017 in the amount of \$25,401 replace deteriorated? Facilities & Operations Manager Fortier explained that was to replace the baths and showers with walk-in units for five apartments. Commissioner McLaughlin inquired regarding the amount of \$5,151 to replace 2 sets of wooden doors. Facilities & Operations Manager Fortier explained that was to replace with new fire doors.

Chairman St. Germain requested that more specific details be provided going forward.

Chairman St. Germain inquired regarding Payment #15971 For Checks Dated: 12/19/2017 in the amount of \$12,811 for web hosting fee. Executive Director Kuligowski explained that this is the annual contract fee for software and web service. Chairman St. Germain requested an itemized breakdown of what is included in that fee. Executive Director Kuligowski will provide.

REPORT OF THE SECRETARY

Executive Director Kuligowski reported the following:

- There is a developer interested in contracting with LHA to utilize

solar net metering. LHA would pay the developer and would receive a credit from National Grid. For example, it would cost LHA .12/kw and LHA would receive a credit of .15/kw from National Grid. It would be a 20-year contract and the kilowatt price would be inflated each year.

• There have been an unusual high number of moves in December and the staff has worked diligently to turn over the apartments for new tenants. As well, there is a tenant eviction pending due to non-payment of rent.

• Safety Issues:

o Defibrillators – electrician will be installing within the next two weeks. LHA staff will be recertified in CPR and trained with the defibrillator machines.

o Can Fire Extinguishers – have been installed in 123 apartments. Additional canisters are on order.

o Expanded video security systems – An engineer did a schematic design with the architect to figure out where they will be installed and which cameras will be used.

COMMITTEE REPORTS

There were none.

REMARKS FROM THE PUBLIC

There were none.

COMMISSIONER'S COMMENTS

On behalf of the LHA Board of Commissioners, Chairman St. Germain

congratulated Commissioner Bryant on her upcoming 90th birthday.

Commissioner McLaughlin thanked the Board and LHA staff for the get well card and basket.

Commissioner McLaughlin stated that he is very disappointed that the air conditioning fee of \$25/unit was not waived when proposed but yet parking spaces in the amount of \$83k were approved.

Vice-Chairman Peppes attended the recent PHADA Conference. The Conference was very informative and keynote focused on kindness in the workplace. There was no mention of development. Vice-Chairman Peppes suggested looking at the pet policy for LHA as there was talk about comfort pets. Chairman St. Germain suggested adding to the Agenda for the February Board meeting for discussion.

Vice-Chairman Peppes also discussed the master purchase plan opportunity for government bids. This conference was well-attended. Executive Director Kuligowski stated that she checked with HUD for the camera system for piggybacking purchases.

Chairman St. Germain stated that he is disappointed to see that the Lincoln Manor Tenants Association has been officially disbanded in The Lincoln Housing Authority Times. Executive Director's staff will look into reassembly opportunities.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

Discussion: LHA Public Relations and Use of Free Media: Chairman St. Germain suggested sharing news on social media sites as well as updating our website. Executive Director Kuligowski thought it was a great idea and will check into assigning someone to this task.

Discussion: State Installation of curb cuts on Front St. Sidewalks: Vice-Chairman Peppes stated that there are no handicapped curb cuts on Front Street crosswalks making it very difficult for tenants to cross with walkers and wheelchairs. Chairman St. Germain suggested that the Executive Director reach out to RIDOT to discuss.

Discussion: HUD Designation of LHA as midsize vs. small housing authority: Executive Director Kuligowski looked into for consideration of designation change to a small housing authority and potential benefits. There would be less paperwork involved as a small agency but would not recommend doing so due to the many regulations, housing less elderly, and potentially less funding.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

There being no further business to conduct under Open Session, Chairman St. Germain entertained a motion to adjourn the meeting. So moved by Vice-Chairman Peppes and seconded by Commissioner Naik. The motion was unanimously approved signified by ayes.

The Board adjourned Open Session at 7:23 PM.

The next meeting is scheduled for February 22, 2018 at 6:30 PM at the Lincoln Manor Community Room, 10 Franklin Street, Lincoln, RI.

Respectfully submitted,

Sharon Reilly