

## **MINUTES**

### **TOWN OF LINCOLN HOUSING AUTHORITY**

### **BOARD OF COMMISSIONERS**

**February 22, 2018**

**Chairman Paul St. Germain called the meeting to order at 6:30 PM at the Lincoln Manor Community Room, 10 Franklin Street, Lincoln, RI, and proceeded to lead the Pledge of Allegiance.**

### **PRESENT**

**Paul St. Germain, Chairman; Commissioners Lois Bryant, John McLaughlin, Shilpa Naik and Edward Slattery. Also in attendance were Executive Director Claudette Kuligowski, Attorney Erica Pistorino of LaPlante Sowa Goldman, and Keith Fortier, Operations & Facilities Manager.**

### **EXCUSED**

**Vice Chairman William Peppes; Commissioner Norman Ricard**

### **APPROVAL OF MINUTES**

**Chairman St. Germain entertained a motion to approve the minutes of the January 25, 2018 Board meeting with changes. So moved by Commissioner Bryant and seconded by Commissioner Naik. There being no discussion, upon a roll call vote, the motion to approve the minutes, with changes, was approved 5-0.**

## **COMMUNICATIONS**

**Commissioner McLaughlin questioned the daily limit for meals during travel. Executive Director Kuligowski stated that there is a \$75/day limit.**

## **REPORT OF THE SECRETARY**

**Executive Director Kuligowski reported the following:**

- Congratulations to Commissioner Naik for the reappointment to the LHA Board of Commissioners.**
- New Code Books have been created with tabs for easy reference.**
- LHA rated as a High Performer of 100% in Section 8 and 97% in Public Housing Programs for 2017. A press release was submitted to the Valley Breeze.**
- LHA now has a Facebook page which is updated weekly with pictures, events and what is happening at LHA.**
- Further to last month's meeting, RI DOT confirmed that there is a curb cut at the crossing light. There are no curb cuts at the Post Office crossing and the RI DOT will address for future improvements.**
- There will be a CPR and Defibrillator training for all staff on February 23. There will be additional trainings for residents that are interested.**  
**Chairman St. Germain asked if there are any legal concerns with residents operating the Defibrillators. Attorney Pistorino stated that there are no legal liabilities to LHA.**
- Further to last month's meeting, LHA attorneys confirmed that the pet policy covers both assistance animals and comfort animals. No**

**changes are needed at this time.**

- LHA evicted a tenant due to non-payment and a new tenant has since moved in.**
- National Grid has replaced old common area lighting with over 600 new LED bulbs at no cost to LHA. Chairman St. Germain inquired as to the estimated savings. Executive Director Kuligowski will gather and provide.**
- A new Lincoln Manor Tenant Association Executive Board was elected today.**

## **COMMITTEE REPORTS**

**There were none.**

## **REMARKS FROM THE PUBLIC**

**Robert Fields, resident from Apt. 365, stated that he was bullied at today's Lincoln Manor Tenant Board meeting and accused of not following the Bylaws. Mr. Fields was upset by the allegations. Executive Director Kuligowski stated there will be a meeting with the new Board and plans to file a notice of non-compliance per the bullying policy with the offender(s).**

**Bob Rousseau, resident from Apt. 13, stated that it was very refreshing to see the news in the Valley Breeze regarding LHA High Performer ranking.**

## **COMMISSIONER'S COMMENTS**

**On behalf of the LHA Board of Commissioners, Chairman St. Germain congratulated Commissioner Naik on her 5-year reappointment to the LHA Board of Commissioners.**

**On behalf of the LHA Board of Commissioners, Chairman St. Germain congratulated Executive Director Kuligowski and staff for another High Performer score.**

**Chairman St. Germain stated that the newsletter with the story re: the defibrillator would be a great press release with minor edits. Executive Director Kuligowski plans to release once the training is completed.**

#### **UNFINISHED BUSINESS**

**There was none.**

#### **NEW BUSINESS**

**Draft Resolution to Amend LHA Air Conditioner Policy (Admin): Executive Director Kuligowski stated that new windows were installed in 2009 and at that time, the policy was established to protect the new windows by charging a \$25 fee for maintenance to install and remove AC window units. If residents refused, they would have to sign a waiver to be responsible for any damages caused. Since the windows are almost 10 years old and LHA is saving money with utilities, would recommend removing the fee. Chairman St. Germain**

**entertained a motion to approve the Draft Resolution as presented. So moved by Commissioner McLaughlin and seconded by Commissioner Naik. There being no further discussion, upon a roll call vote, the motion was approved 5-0.**

**Discussion/vote to approve Executive Director travel to NAHRO Legislative Conference April 22-24 in Washington, DC: Chairman St. Germain entertained a motion to approve as presented. So moved by Commissioner Naik and seconded by Commissioner Bryant. There being no discussion, upon a roll call vote, the motion was approved 5-0.**

#### **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 Commissioner Naik and seconded by Commissioner Bryant. The motion was unanimously approved signified by ayes.**

**The Board adjourned Open Session at 6:57 PM.**

**The next meeting is scheduled for March 22, 2018 at 6:30 PM at the Manville Manor Community Room, 155 Church Street, Manville, RI.**

**Respectfully submitted,**

**Sharon Reilly**