

**MINUTES OF
LINCOLN HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

March 22, 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 Peppes; Commissioners Norman Ricard, 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

APPROVAL OF MINUTES

Chairman St. Germain entertained a motion to approve the minutes of the February 22, 2018 board meeting with changes. So moved by Commissioner Naik and seconded by Commissioner Bryant. There being no discussion, upon a roll call vote, the motion to approve the minutes, with changes, was approved 5-0. Vice Chairman Peppes and Commissioner Ricard abstained.

COMMUNICATIONS

Chair St. Germain questioned payment for Pinpoint Translation Services. Executive Director Kuligowski explained this bill was for translation services (English to Spanish) of LHA's housing applications and other forms as required by HUD. Executive Director Kuligowski stated the fee accountant's financial report was not available in time for this meeting. It will be presented at the April meeting.

REPORT OF THE SECRETARY

Executive Director Kuligowski reported the following:

- Press release regarding LHA's installation of AED's was submitted to local newspapers.
- A donation was obtained by Navigant Credit Union in the amount of \$500.00. LHA will use this donation to install a *Free Little Library* at Woodland Terrace.
- LHA received a sum of \$287,840.03 from the HUD litigation settlement fund. These funds will be used to upgrade the security and video systems at LHA.
- Summary presented regarding National Grid information regarding installation of split AC/heat pumps units. There may be a potential for considerable electric savings. Initial proposal was presented to LHA in December for a limited number of units which would have had to be installed immediately. That offer was turned down by Executive Director Kuligowski because further information regarding these units could not be obtained within that time frame.

- Explanation was given to the board regarding the housing software (PHA Web) that LHA utilizes to conduct daily operations. LHA also works with Gobin Technologies for in-house IT issues and support services.
- National Grid has replaced old common area lighting with over 600 new LED bulbs at no cost to LHA. The estimated savings is \$8,133 per year.

COMMITTEE REPORTS

There were none.

REMARKS FROM THE PUBLIC

There were none.

COMMISSIONER'S COMMENTS

Vice Chairman Peppes expressed his dissatisfaction with RI DOT's response regarding the crosswalk curb cuts on Front Street. Suggested that Executive Director Kuligowski request a RI DOT field engineer to view the crossing area.

Discussion regarding National Grid and the original proposal concerning the installation of split AC/heat pumps units. Vice Chair Peppes was not informed of the original offer and expressed his dissatisfaction with how this was handled. Executive Director Kuligowski explained there was nothing to present to the board at that time. Information will be shared with the board if Nation Grid presents another proposal.

On behalf of the LHA Board of Commissioners, Chairman St. Germain congratulated the entire board for making the decision to go after the HUD litigation money that was unfairly taken away from financially responsible housing agencies such as LHA.

On behalf of the LHA Board of Commissioners, Chairman St. Germain thanked Executive Director Kuligowski for providing the information that was previously requested regarding the LHA software and the annual projected savings to LHA due to the new lighting from National Grid. Chairman St. Germain also stated he was pleased the Lincoln Manor Tenants Association is up and running and had a good turnout for their first luncheon.

UNFINISHED BUSINESS

Resolution to Amend LHA Air Conditioner Policy (Admin): Chairman St. Germain entertained a motion to approve the 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 7-0.

NEW BUSINESS

Discussion ensued regarding providing shelter for tenants during power loss. Executive Director Kuligowski informed the board that LHA has three buildings that are run by generators in the event of a power outage. The Police Chief and Rescue Chief are notified when this occurs. LHA is on National Grids priority list to restore power.

Discussion ensued regarding the possible installation of chair lifts in certain LHA buildings. Executive Director Kuligowski will gather more information and present that to the board at the next meeting.

Discussion/vote to approve Commissioners travel to NERC/NAHRO Annual Conference & Exhibition held on June 24-27, 2018 in Rockport, ME. Chairman St. Germain entertained a motion to approve as presented. So moved by Commissioner Ricard and seconded by Commissioner Naik and Vice Chairman Peppes. There being no discussion, upon a roll call vote, the motion was approved 7-0.

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 7:15 PM.

The next meeting is scheduled for April 26, 2018 at 6:30 PM at the Lincoln Manor Community Room, 10 Franklin Street, Lincoln, RI.

Respectfully submitted,

Claudette Kuligowski