

**THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON THE NINTH DAY OF SEPTEMBER, 2004**

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Florence Gray Center, One York Street, Newport, Rhode Island, at 4:30 p.m. on September 9, 2004.

PRESENT:	Commissioner	Jan Shapin
	"	Frank Landry
	"	Rodney P. Bowley
	"	Elizabeth Fuerte
	"	Jade Hall
	"	Eric Watne

ABSENT:	Commissioner	John J. Crowley, Jr.
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ALSO PRESENT:	Attorney	Joseph J. Nicholson, Jr.
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Upon a motion by Commissioner Landry, seconded by Commissioner Bowley, and unanimously carried, the Minutes of the Regular Monthly Meeting of August 12, 2004 were approved by the Commissioners.

The itemized monthly bills report was presented to the Commissioners for their review and approval.

Upon a motion by Commissioner Bowley, seconded by Commissioner Fuerte, and unanimously carried, payment of the bills was approved.

The Secretary presented to the Commissioners a letter from the Department of Housing and Urban Development in which they notified the Authority that the recent Rental Integrity Monitoring (RIM) re-review indicated that the Authority is in compliance and there are no findings.

The Secretary informed the Commissioners that the consultant, Susan Johnson, who was hired to provide staff training to ensure RIM compliance will continue her training program with staff at the end of this month.

The Community Oriented Policing Officer, Chip Piermont, presented the Commissioners with a copy of his report and provided them with details of activities that transpired within the developments during the past month.

The Chairwoman indicated that in order to accommodate a request from Susan Long, President of the Newport Resident Council, the NRC report will be received at this time and additional NRC business, if any, will be heard in sequence.

Ms. Long provided the Commissioners with a copy of the NRC report and informed them of Newport Resident Council business activities that transpired during the month.

Ms. Long also informed the Commissioners that she was contacted by Church Community Corporation who indicated they will provide a new outreach worker to work at the Building of Hope.

The Secretary reviewed with the Commissioners the Consent Calendar items, which included the Occupancy, Applications and August Collection Loss Reports.

Upon a motion by Commissioner Landry, seconded by Commissioner Fuerte, and unanimously carried, the Consent Calendar items were approved.

The Secretary informed the Commissioners that the Authority received two proposals in response to its Request for Proposals/Request for Qualifications for a Master Plan for Chapel Street/Edgar Court.

The Secretary informed the Commissioners that the screening committee had conducted interviews of both candidates and recommended the contract for the Master Plan be awarded to Taylor & Partners for their proposal amount of \$19,000.00.

Comments were received from the selection committee after which a motion was made by Commissioner Bowley, seconded by Commissioner Hall, and unanimously carried, authorizing the Secretary to enter into a contract with Taylor & Partners for a Master Plan for the Chapel Street/Edgar Court developments for their proposed amount of \$19,000.00.

The Secretary provided the Commissioners with a copy of correspondence to HUD in which the Authority makes comment on HUD's proposal to reduce the Section 8 program Fair Market Rents.

The Secretary informed the Commissioners that the Rhode Island Executive Directors' Association, as a group, has written similar letters opposing HUD's proposal.

The Secretary informed the Commissioners that the proposal to reduce Fair Market Rents would not only impact residents with unrealistic increases, but it would also re-classify the Newport Housing Authority as a Metropolitan Statistical Area with market and rent conditions inappropriate for this area.

A lengthy discussion followed concerning the severity of the impact that HUD's proposal would have on residents if approved.

The Secretary provided the Commissioners with a copy of correspondence from HUD in which they inform the Authority that in response to our appeal for an increase in the Annual Adjustment Factor used to calculate the housing assistance payment contract renewal, HUD approved the appeal and will obligate an additional \$36,615 for FY 2004.

The Secretary provided the Commissioners with a copy of a map depicting the proposed subdivisions plans for the Sunset Hill parcel of land into three separate parcels.

The Secretary informed the Commissioners that to preserve the historical value, a proposal was made to give parcel 1 depicted on the map and consisting of 2.3 acres, to the City of Newport with the provision that the Authority will have the parcel surveyed and the city will have the parcel of land appraised.

Parcel 2 will allow Trinity Financial to continue with the HOPE VI redevelopment for Phase III in the master plan and parcel 3 will be retained by the Authority for future use.

Discussion followed after which a motion was made by Commissioner Landry, seconded by Commissioner Bowley, and unanimously carried, authorizing the concept of subdividing the Sunset Hill property into 3 parcels of land as depicted on the map.

The Secretary presented to the Commissioners a draft Request for Proposals for a Development Partner to develop 6 - 10 units of cooperative housing on land currently owned by the Authority, and requested he be authorized to advertise the RFP.

Upon a motion by Commissioner Bowley, seconded by Commissioner Fuerte, and unanimously carried, the Secretary was authorized to advertise the Request for Proposals for a Development Partner for coop housing.

The HOPE VI Director provided the Commissioners with the monthly HOPE VI report that included a management report from Newport Heights, and informed them that she has been working with Maloney Properties staff to complete some final relocations.

The HOPE VI Director provided the Commissioners with a progress report on Phase 2 and informed them that the Authority received an approval letter from HUD regarding the closing held in July.

The HOPE VI Director further informed the Commissioners that the Authority is in compliance with all milestones imposed by HUD for the HOPE VI grant.

The HOPE VI Director informed the Commissioners that residents have been notified of the road access changes to the Florence Gray Center and that for their convenience, Housing Managers will be available to them at specified times at the Maintenance department and that additional arrangements will be made as necessary.

The HOPE VI Director informed the Commissioners of meetings that have been held pertaining to Phase 3 that included a meeting with Trinity Financial to review the development schedule for Phase 3, and preliminary meetings with some residents regarding relocation preferences.

The HOPE VI Director informed the Commissioners that a second grant application for \$250,000 has been submitted to HUD for the Neighborhood Networks Center for adult education and training.

The HOPE VI Director informed the Commissioners that under the Section 3 program, another job fair will be scheduled in the near future.

The HOPE VI Director provided the Commissioners with the following bills associated with the HOPE VI program and recommended payment be approved:

1. Abt Associates, - \$6,299.49
2. Klein Hornig, LLP - \$20,592.19

Upon a motion by Commissioner Landry, seconded by Commissioner Hall, and unanimously carried, payment of the HOPE VI bills was approved.

The Director of Finance provided the Commissioners with copies of the following monthly reports: Investment, Budget Review, Rental Income, Grant Fund Expenditure and HOPE VI Spending Summary.

The Director of Finance provided the Commissioners with a copy of the Section 8 Voucher Program monthly report.

The Director of Finance informed the Commissioners that the Authority received its final funding amount from HUD under the Capital Fund Program totaling \$2,321,029.

Resolution No. 982 was introduced and read aloud by Commissioner Bowley accepting HUD's funding under the Capital Fund Program in the amount of \$2,321,029. Seconded by Commissioner Landry, and voted unanimously.

The Director of Finance informed the Commissioners that the Authority received its replacement housing factor funding amount from HUD in the amount of \$9,638.

Resolution No. 983 was introduced and read aloud by Commissioner Bowley accepting HUD's replacement housing factor funding under the Capital Fund Program in the amount of \$9,638. Seconded by Commissioner Landry, and voted unanimously.

The Director of Finance provided the Commissioners with a copy of the Blue Cross and Blue Shield of Rhode Island and Delta Dental contract renewals and informed them that the rate increase this year is 7.3% for Blue Cross and Blue Shield and 5% for Delta Dental.

The Director of Finance informed the Commissioners that both health care contracts are a part of the union contracts which will open next year for negotiations.

Upon a motion by Commissioner Bowley, seconded by Commissioner Landry, and unanimously carried, the Director of Finance was authorized to renew the Blue Cross and Blue Shield of Rhode Island and Delta Dental contracts for one year.

The Director of Maintenance provided the Commissioners with the monthly Maintenance Department report and informed them that the 19th Annual Keep it Clean day was highly successful.

The Director of Maintenance informed the Commissioners that the generator and transformer have been purchased for installation at Donovan Manor and the contractor is awaiting a delivery date after which a Notice to Proceed will be issued.

The Director of Maintenance informed the Commissioners that the new sprinkler system for the Donovan Manor is on schedule and that bids will be received no later than November.

The Director of Social Services provided the Commissioners with her monthly report and informed them that she has established a new program called, "Welcome to the Neighborhood" that provides a basket of items and information for new mothers and babies.

The Director of Social Services informed the Commissioners that in response to questions from residents regarding voting locations, she obtained the necessary information and provided notices to residents informing them of the voting station for their areas.

There was no further business to discuss by the Newport Resident Council.

Upon a motion by Commissioner Bowley, seconded by Commissioner Fuerte, and unanimously carried the meeting adjourned at 6:00 p.m.