

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

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Park Holm Senior Center, One Eisenhower Road, Newport, Rhode Island, at 4:30 p.m. on October 14, 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 Bowley, seconded by Commissioner Fuerte, and unanimously carried, the Minutes of the Regular Monthly Meeting of September 9, 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 Landry, and unanimously carried, payment of the bills was approved.

The Community Oriented Policing Officer, Chip Piermont, reviewed with the Commissioners a copy of his report detailing activities within the developments during the past month.

Officer Piermont informed the Commissioners that he and Housing Manager, Mrs. Rose, have been in contact with a number of residents who are the cause of various problems in the developments and recommended to these residents corrective action to be taken by them.

Commissioner Shapin requested that for tracking purposes, future C.O.P. reports be identified by development.

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

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

The Secretary provided the Commissioners with a progress report on the Master Plan for the Chapel Terrace, Donovan Manor, low-rise and Edgar Court developments.

The Secretary stated that meetings have begun with staff and that the first charrette is scheduled to be held in the Community Room at the Donovan Manor on October 18th at 4:00 p.m.

The Secretary informed the Commissioners that flyers have been sent to all residents in those communities and encouraged the Resident Council to follow-up with Chapel Terrace residents to be sure they have the opportunity to provide their input at this meeting.

The Secretary indicated that the second charrette will be held prior to Thanksgiving at a time to be determined.

The Secretary informed the Commissioners that with regard to the Replacement Housing Program, the Authority received three proposals in response to its Request for Proposals for a developer to develop six to ten units of co-op housing.

The Secretary indicated that the screening committee will schedule a meeting to review the three proposals that were submitted by Church Community Housing Corporation, the Women's Development Corporation, and Frank Spinella Associates.

The Secretary reviewed with the Commissioners a draft Five-Year and Annual Plan for Fiscal Year 2005 and informed them that a public hearing must be held the first week in January to receive public comment.

The Secretary suggested that the public hearing be held on January 6, 2005 at 4:30 p.m. and stated that he will schedule a meeting with the Resident Council and Robert Sabel of Rhode Island Legal Services to receive their comments on the proposed Five Year and Annual Plans.

The Chairwoman indicated that a workshop meeting should be considered to provide Commissioners the opportunity to review the Authority's budgets and if necessary, a second workshop may be scheduled to review the Five-Year and Annual Plans.

The Secretary indicated that he would schedule a workshop meeting for the Commissioners to review the Authority's budgets.

The Secretary informed the Commissioners that a component of the Annual Plan requires the Authority to certify its compliance with the Deconcentration Policy and provided them with a copy of the results of a recent analysis used to determine the established income range.

The Secretary requested that the Commission approve a Resolution certifying the Authority's compliance with the Deconcentration Policy.

Commissioner Bowley introduced and read Resolution No. 984 and moved for its adoption. Seconded by Commissioner by Commissioner Landry, and voted unanimously.

The Secretary reminded the Commissioners that their next meeting date falls on November 11th, Veterans' Day, and suggested that the November meeting be held on the 18th at the scheduled Florence Gray Center.

Discussion followed after which the Commission decided to hold the next regular monthly meeting on November 18th.

The HOPE VI Director provided the Commissioners with the monthly HOPE VI program report.

The HOPE VI Director indicated that the annual HOPE VI audit was conducted in September by HUD staff and that there was only one minor finding indicating that office renovations were charged to the wrong budget line item and this has been corrected, all other areas of the program are in compliance.

The HOPE VI Director informed the Commissioners that the issue of accessibility to the Florence Gray Center has been addressed and that an entrance is now available to the Center from Cowie Street and will remain open indefinitely.

The HOPE VI Director indicated that approximately 50 units have been demolished in Phase 2 and construction is actively underway.

The HOPE VI Director stated that an unexpected water pipe problem recently occurred that affected the water supply to Tonomy Hill residents.

The Secretary indicated that any scheduled interruptions in services that will affect residents requires the contractor to provide notice to the Authority one week in advance however, the recent water pipe problem was unanticipated and work has not proceeded as quickly as expected due to main line problems on Hillside Avenue.

Commissioner Fuerte expressed several of her concerns including large holes in the road in the construction area resulting in damage to some vehicles, various problems with school bus rerouting and apartment doors left open on vacant units on Evans Street.

After discussion it was determined that anyone experiencing problems related to construction should notify the Authority who will forward the complaints to Trinity Financial.

A lengthy discussion followed concerning security issues, the large piles of dirt resulting from excavation, and the possibility of preparing an informational flyer for residents.

The Commissioners acknowledged the residents' concerns and indicated that all possible safety precautions are being taken.

The HOPE VI Director stated that some relocation and development planning is in progress in Phase 3 and that Trinity Financial submitted a tax credit application to Rhode Island Housing on October 8th.

The HOPE VI Director informed the Commissioners that under the CSS program, individual vouchers are available for financial assistance, education, job training and economic self-sufficiency initiatives for families actively involved in the On the Move Case Management program.

The HOPE VI Director requested the Commission approve a Resolution adopting an On the Move Voucher Program Policy.

Resolution No. 986 was introduced and read by Commissioner Landry and moved for its adoption. Seconded by Commissioner Bowley, and voted unanimously.

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, - \$9,007.58
2. Klein Hornig, LLP - \$1,681.92

Upon a motion by Commissioner Fuerte, 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, HOPE VI Spending Summary and the Medical Trust Investment funds.

The Director of Finance informed the Commissioners that the Grant Fund Expenditure report has been revised to reflect the Replacement Housing Fund grant.

The Director of Finance provided the Commissioners with a copy of the Section 8 Voucher Program monthly report and informed them that 171 vouchers are under lease.

The Director of Finance reviewed with the Commissioners the new Section 8 Fair Market Rent schedule based upon the new FMRs issued by HUD and stated that the Authority's policy is to adopt 110% of the Fair Market Rent.

The Director of Finance requested the Commission approve a Resolution adopting the new Fair Market Rent schedule.

Resolution No. 985 was introduced and read by Commissioner Fuerte and moved for its adoption. Seconded by Commissioner Bowley, and voted unanimously.

The Director of Finance requested approval for removal of the following asset costs related to the demolition of the 114 units in Phase 2:

dwelling structures	\$2,411,577.91
site improvements	849,270.47
dwelling equipment	<u>206,899.00</u>
total:	\$3,467,747.38

Upon a motion by Commissioner Hall, seconded by Commissioner Bowley, and unanimously carried, the Director of Finance was authorized to remove the asset costs as listed above.

The Director of Maintenance informed the Commissioners that with regard to the ongoing work on Hillside Avenue, a communication system has recently been implemented that the Administration Offices will be notified of any problems that may arise if the Director of Maintenance is not available thereby assuring proper notification.

The Director of Maintenance provided the Commissioners with details regarding the specific problems that the contractor is experiencing on the Hillside Avenue work and informed them that work is progressing slowly due to these problems.

The Director of Maintenance informed the Commissioners that the Administration parking lot will be repaved this weekend.

The Director of Maintenance provided the Commissioners with the monthly Maintenance Department report and informed them that most of his time has been devoted to work involving the HOPE VI project.

The Director of Maintenance informed the Commissioners that the specifications for the new sprinkler system for the Donovan Manor should be ready by next week.

The Director of Maintenance informed the Commissioners that work on the generator and transformer is slightly behind due to the lead time for the transformer.

The Secretary informed the Commissioners that the Director of Social Services was unable to attend this meeting and provided them with the Social Services monthly report.

The Commission recognized Susan Long, President of the Newport Resident Council, who introduced their new outreach worker, Beverly Stedford.

Ms. Long provided the Commissioners with a report on Resident Council activities during the month and briefed them on each activity and meeting.

Ms. Long informed the Commissioners that there will be a meeting with Ms. Carol Brotman of the Rhode Island Public Housing Tenants Association on October 21 at 5:00 p.m. and extended an invitation to those present.

Upon a motion by Commissioner Bowley, seconded by Commissioner Fuerte, and unanimously carried, the Commission moved to closed session in accordance with RIGL §42-46-5 (a) (1).

Upon a motion by Commissioner Fuerte, seconded by Commissioner Bowley, and unanimously carried, the Commission returned to open session and the Chairwoman announced that matters relating to staffing requirements had been discussed.

Upon a motion by Commissioner Fuerte, seconded by Commissioner Bowley, and unanimously carried the meeting adjourned at 6:30 p.m.