

The Secretary was authorized to organize a budget workshop for either date depending upon the availability of a meeting location.

The Secretary provided the Commissioners with information regarding a training seminar that is scheduled for November 17th at the Florence Gray Center as part of the Healthy Neighborhood Program. A number of service providers will be present at the seminar to give presentations and it is anticipated that this program will be repeated in the near future for residents.

The HOPE VI Director provided the Commissioners with a copy of her monthly HOPE VI program report and informed them that Phase 1 is at full occupancy.

The HOPE VI Director informed the Commissioners that the first twenty-five or twenty-nine units in Phase 2 are expected to be turned over next Friday and that an orientation training session was held for residents to assist them with the transition of moving into Newport Heights.

The HOPE VI Director informed the Commissioners that Phase 3 is on schedule and the first unit is scheduled for occupancy in September, 2006.

The HOPE VI Director informed the Commissioners that home visits are in progress for Phase 4 and relocation is expected to be complete by April, 2006.

The HOPE VI Director informed the Commissioners that the CSS program has partnered with Aquidneck Island Adult Learning Center to offer Customer Service Job Training and classes will begin this month and run through February, 2006. The CSS program is also working with CCRI for a career development services program. While initial enrollment was poor, it is anticipated that the program will be up and running by the end of this year.

The HOPE VI Director informed the Commissioners that there will be a Section 3 Job Fair for Phase 3 on Tuesday, November 15th at the Florence Gray Center. Notices have been provided to residents.

The HOPE VI Director informed the Commissioners that interviews will be conducted by a selection committee, comprised of staff and residents, next week for the Computer Lab Coordinator position.

The HOPE VI Director informed the Commissioners that the Authority is working with Rhode Island Department of Environmental Management regarding soil remediation efforts and informed them that the cost to date is approximately \$2.2 million, and an additional \$1 million is expected for Phase 4. Representatives from DEM will visit the site within the next few weeks to assess the situation.

The HOPE VI Director informed the Commissioners that a ribbon cutting ceremony for Phase 2 is expected to be held around February 14, 2006.

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

The Director of Finance informed the Commissioners that with regard to the Investment Balances Report for the Section 8 program, the amount reflected represents extra money received for 275 HOPE VI vouchers. The Authority may be required to return the additional funding to HUD at some point, or future funding may be discontinued until we expend the funds already received.

The Director of Finance informed the Commissioners that the Grant Fund Expenditure Report reflects the spending of funds for HOPE VI in older programs in order to close them sooner.

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

The Director of Finance provided the Commissioners with a copy of the Retiree Medical Actuary Report and gave them a brief overview of the information contained in the report.

The Director of Finance informed the Commissioners that the trustees for the retiree fund are outdated and suggested that new trustees could be appointed at the next meeting. Information will be forwarded to the attorney in preparation for the next meeting.

The Chair suggested that updating the trustees for the retiree fund could be performed at their annual meeting in June in order to keep the appointees accurate.

The Director of Finance informed the Commissioners that effective with Phase 3, ninety-one units in Tonomy Hill were demolished and need to be removed from the Authority's inventory.

The Director of Finance stated that the total cost for disposition of these units totals \$2,602,958 and requested board approval.

Upon a motion by Commissioner Landry, seconded by Commissioner Crowley, and unanimously carried, the Director of Finance was authorized to remove from inventory the ninety-one demolished units in Tonomy Hill for a total of \$2,602,958.

The Director of Finance informed the Commissioners that the Authority has begun direct deposit of payroll checks and anticipates that all employees will have signed up for this new system by the beginning of next year.

The Director of Finance informed the Commissioners that effective February 1, 2006 the Authority will cease taking cash payments for rents. A notice will be sent to all residents shortly of the new rent payment options.

Discussion followed concerning discontinuing taking cash payments for rent after which the Chair suggested that the Director of Finance provide them with a report detailing how the specifics will be worked out to accommodate residents who do not have access to bank accounts.

The Director of Maintenance provided the Commissioners with a copy of the Maintenance Department monthly report and responded to some questions regarding the current fire alarm system.

The Director of Maintenance informed the Commissioners that work on the sprinkler system at Donovan Manor had been delayed pending the installation of the transformer and generator, however with the arrival of the transformer at the High Rise location, it is anticipated that the sprinkler system can now be completed by December.

The Director of Maintenance informed the Commissioners that with the arrival of the transformer, the contractor will be wiring it on Monday.

The Director of Maintenance presented to the Commissioners a bill from Robert F. Audet in the amount of \$14,850.00 in accordance with their contract to install the generator and transformer at the Donovan Manor. The architect has reviewed the bill and recommends payment be approved.

Upon a motion by Commissioner Landry, seconded by Commissioner Crowley, and unanimously carried, the Secretary was authorized to pay the bill from Robert F. Audet in the amount of \$14,850.00.

The Director of Maintenance informed the Commissioners that with regard to the exterior painting work, Chapel Terrace is approximately eighty percent complete. Tonomy Hill staging began this date.

The Director of Maintenance informed the Commissioners that in response to the Authority's Invitation for Bids for Miscellaneous Mechanical Renovations, the architect reviewed all bids received and recommends that a contract be awarded to Lincoln Energy for their bid price of \$215,630 which is within budget.

The Director of Maintenance informed the Commissioners that the work involves miscellaneous boiler repairs at Chapel Terrace, Edgar Court, Pond Avenue, Coddington and Chapel Streets and installing thermostats at the High Rise.

Commissioner Bowley requested that the Director of Maintenance ensure that the contractor is fully aware of the tasks involved in this work for the bid price submitted.

Upon a motion by Commissioner Landry, seconded by Commissioner Bowley, and unanimously carried, the Secretary was authorized to enter into a contract with Lincoln Energy for the bid price of \$215,630 to provide all work and materials in connection with the miscellaneous mechanical renovations.

The Director of Social Services provided the Commissioners with a copy of her monthly report.

The Director of Social Services informed the Commissioners that she is doing Thanksgiving baskets in partnership with the Masons, and to date over one hundred people have signed up to receive one.

The Director of Social Services informed the Commissioners that EBCAP has been distributing toys from the Florence Gray Center for approximately fifteen years and will do so again this year on December 13th and 14th. A clothing distribution will also be added this year.

The Director of Social Services requested support for the Women Working for Change bake sale which will be held at the Florence Gray Center on November 19th.

Commissioner Bowley requested that the Minutes reflect the Senior Center did a wonderful job with their chicken dinner effort and raised over \$300.

Ms. Susan Long, representing the Newport Resident Council, stated that she will be forwarding requests for food baskets or Thanksgiving baskets to the Director of Social Services. The Newport Resident Council is not set up to have a food pantry at the present time.

Ms. Long further stated that for the last two months they have held a women's group on Thursdays and she extended an invitation to any woman who would like to attend.

Upon a motion by Commissioner Landry, seconded by Commissioner Hall, and unanimously carried the meeting adjourned at 5:45 p.m.