

THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE CITY OF NEWPORT, RHODE ISLAND  
HELD ON THE SIXTEENTH DAY OF FEBRUARY, 2006

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, at 4:30 p.m. on February 16, 2006.

PRESENT:           Commissioner Jan Shapin  
                      "       Frank Landry  
                      "       Rodney P. Bowley  
                      "       Elizabeth Fuerte  
                      "       Jade Hall  
                      "       Joseph T. Houlihan

ALSO PRESENT:   Attorney       Joseph J. Nicholson, Jr.

ABSENT:           Commissioner John J. Crowley, Jr.

The Secretary informed the Commissioners that Commissioner Crowley is recovering from surgery and that he called to express his thanks to the board members and staff for their good wishes and gift.

Upon a motion by Commissioner Landry, seconded by Commissioner Fuerte, and unanimously carried, the Minutes of the Regular Monthly Meeting of January 12, 2006 were approved pending a review for accuracy of the amendment to the December minutes.

The itemized monthly bills reports were presented to the Commissioners.

Following review, a motion was made by Commissioner Bowley, seconded by Commissioner Hall, and unanimously carried, authorizing payment of the bills.

Officer Piermont provided the Commissioners with a copy of his report and a verbal summary of activities that transpired throughout the month. Weekly meetings have been held with the Executive Director and Housing Managers and shared information has proven to be very helpful.

Officer Piermont stated that a new C.O.P. officer, Officer John Cortes, has been assigned to the Chapel Terrace development and that a report will be provided for that area.

Discussion followed concerning some problems with youth in the developments and possible methods to deter them from congregating in vacant units.

The Chair addressed correspondence from the Newport Community School in which they request a monetary donation.

The Secretary informed the Commissioners that he has met with the Executive Director of the Newport Community School and they are in need of a \$6,000 donation to support transportation costs that will benefit resident students from several of our developments.

The Secretary reminded the Commissioners that this program was highly successful last year and recommended that they approve the request for the \$6,000.00 donation in order to afford our resident students the opportunity to participate in the program.

The Chair expressed concern about individual agencies requesting donations and indicated that past procedure required that agency requests be combined, and a decision made on a specific sum to be allocated to each agency for the services they provide.

The Executive Director informed the Commissioners that in this instance time is of the essence because the Newport Community School needs funding commitments by the first week in March.

Following discussion a motion was made by Commissioner Fuerte, seconded by Commissioner Hall, and unanimously carried authorizing the Secretary to commit \$6,000.00 to the Newport Community School to be used for transportation costs, provided he collaborate with other sources to fulfill the funding commitment.

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

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

The Secretary addressed the Resident Service and Satisfaction Survey that HUD's Real Estate Assessment Center performs annually.

The Secretary informed the Commissioners and those residents who were present, that the Authority makes every effort to notify its residents of the survey and encourage them to participate in the ranking of the Authority's services.

The Secretary informed the Commissioners that the lease between the Authority and Luna Market is up for renewal. He has met with the owners and reviewed their utility consumption and costs incurred by the Authority. Although their utility consumption has decreased, utility rates increased.

The Secretary provided the Commissioners with a copy of a Rental Term Sheet for the Luna Market which lists a monthly rent schedule factoring in an adjusted amount for utilities.

Upon a motion by Commissioner Bowley, seconded by Commissioner Landry, and unanimously carried, the Secretary was authorized to negotiate and execute a renewal lease with the Luna Market for the coming year.

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. In Phase 2 there are eighty-seven of the one hundred forty-seven units available for occupancy. Fifty-nine units are under lease and the mid-rise building is expected to be turned over at the end of this month.

The HOPE VI Director informed the Commissioners that Phase 3 is on schedule and the first unit is due in September. Relocation of residents is underway for Phase 4 with approximately thirty-three families remaining to be relocated. It is anticipated that relocation will be complete by May.

The HOPE VI Director informed the Commissioners that HUD has changed the format of the report for the CSS program and allowed additional time for its submission. A copy will be provided to them at their March meeting.

The HOPE VI Director informed the Commissioners that EBCAP is expecting to fill the third case manager position on March 6<sup>th</sup>.

The HOPE VI Director informed the Commissioners that of the forty-three people currently enrolled in Neighborhood Network Center classes, four are HOPE VI residents and five are public housing residents.

The HOPE VI Director informed the Commissioners that with regard to the Section 3 program the Hope Security painting and cleaning services program is working on Phase V vacancies for relocation and seven residents were hired to work on this program.

The HOPE VI Director provided the Commissioners with a copy of a Resolution that is required to be submitted to the Department of Housing and Urban Development along with a Demolition Application for Phase 5. A thirty-day notice was mailed to Rhode Island Housing and the Newport Resident Council notifying them of the Authority's intent to submit the Demolition Application as per the Rhode Island Housing agreement.

The HOPE VI Director indicated that although demolition on Phase V is not ready to begin, HUD approval must first be obtained for the remaining 125 units in Tonomy Hill.

The Chair requested that the language in paragraph two of the Resolution be clarified to reflect "... or the provision of subsidies;"

The following Resolution was introduced by Commissioner Landry, it being Resolution No. 1008. Same was read aloud and in full by Commissioner Landry and considered by the Commissioners:

Resolution No. 1008

WHEREAS, the Housing Authority of the City of Newport, Rhode Island wishes to redevelop the remaining 125 obsolete units in Phase V of the Tonomy Hill public housing development with a mixed-income, mixed-financed homeownership development in accordance with the Housing Authority's revitalization plan; and

WHEREAS, the Housing Authority is in the process of securing financing to allow the fifth phase of this development to begin. Phase V shall involve the demolition of 125 units and the construction of up to 82 new mixed-income homeownership units or the provision of subsidies; and

WHEREAS, the Housing Authority will provide relocation services to all eligible Phase V residents and will apply for replacement housing vouchers through the Department of HUD; and

WHEREAS, the Housing Authority will act in accordance with the requirements of the RIH replacement housing agreement dated June 17, 2004;

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is authorized to execute documents, provide certifications, and submit to HUD for approval, a request to demolish the 125 existing units in Phase V of Tonomy Hill, HUD project number RI 43P005003.

Commissioner Landry moved that the foregoing Resolution be adopted as introduced and read, which motion was seconded by Commissioner Hall and upon roll call the "Ayes" and "Nays" were as follows:

<u>AYES</u>	<u>NAYS</u>
Commissioner Shapin	None
" Landry	
" Bowley	
" Fuerte	
" Hall	
" Houlihan	

The Chair thereupon declared said motion carried and said Resolution adopted.

The Director of Finance presented to the Commissioners copies of the Investment, Budget Review, Rental Income, Grant Fund Expenditure, HOPE VI Spending Summary, and the Medical Trust Investment Reports.

The Director of Finance stated that interest rates are heading up slowly which benefits the Authority's investments.

The Director of Finance provided the Commissioners with a copy of the Section 8 Voucher Program monthly report showing a total of 204 vouchers leased up of which 66 are associated with the HOPE VI program.

The Director of Finance informed the Commissioners that funding from HUD for the coming year has been received and although a sufficient amount was received for the Housing Assistance Program, the administrative fees to run the program were lacking.

The Director of Finance explained to the Commissioners the method used by HUD to calculate the administrative fees and informed them that the Authority is appealing HUD's method in an effort to obtain more funding for these fees.

The Director of Finance informed the Commissioners that with regard to cash payments by tenants, a notice has been posted notifying all residents that the Authority will discontinue taking cash payments effective April 1<sup>st</sup>. Debit cards will now also be accepted as an alternative method of payment.

In the absence of the Director of Maintenance, the Secretary provided the Commissioners with a copy of the department's monthly report.

The Secretary informed the Commissioners that the sprinkler system work at Donovan Manor is complete with the exception of a few punch list items and will be closed out shortly.

The Secretary presented to the Commissioners Application No. 5 submitted by Fire Suppression Systems in accordance with their contract to install the sprinkler system at Donovan Manor and stated that the architect has reviewed the application and recommends payment be approved.

Upon a motion by Commissioner Landry, seconded by Commissioner Fuerte, and unanimously carried, the Secretary was authorized to pay the bill from Fire Suppressions Systems in the amount of \$22,961.39.

The Secretary informed the Commissioners that the work to install a generator and transformer at Donovan Manor is almost complete with a few items left on the punch list to be closed out.

The Secretary presented to the Commissioners Application No. 6 submitted by Robert F. Audet in accordance with their contract for the generator and transformer work, and stated that the architect has reviewed the application and recommends payment be approved.

Upon a motion by Commissioner Hall, seconded by Commissioner Fuerte, and unanimously carried, the Secretary was authorized to pay the bill from Robert F. Audet in the amount of \$76,186.79.

The Secretary informed the Commissioners that with regard to the miscellaneous mechanical renovations, work on Pond Avenue, Edgar Court and Chapel Terrace is in progress, and work on the Donovan Manor thermostats will begin on or about February 21<sup>st</sup>.

The Secretary presented to the Commissioners Application No. 2 submitted by Lincoln Energy in accordance with their contract for miscellaneous mechanical renovations, and stated that the architect has reviewed the application and recommends payment be approved.

Upon a motion by Commissioner Fuerte, seconded by Commissioner Hall, and unanimously carried, the Secretary was authorized to pay the bill from Lincoln Energy in the amount of \$16,254.00.

The Secretary informed the Commissioners that with regards to Newport Heights Phase 2 construction, weather has held and work is back on schedule. All Phase 2 Certificates of Occupancy have been received and Maloney Properties is in the process of housing applicants.

The Chair stated that a dedication ceremony was not able to be scheduled for February and that it will be postponed until April.

The Secretary presented to the Commissioners a copy of correspondence received from the Public Utilities Commission in which they acknowledge the installation of individual natural gas meters on all buildings at Pond Avenue, Coddington Manor and Edgar Court and that New England Gas Company is now responsible for the maintenance of the gas pipelines.

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

The Director of Social Services informed the Commissioners that a representative from the Department of Elderly Affairs will attend an information session at the Park Holm Senior Center on February 17<sup>th</sup> to provide senior residents with information regarding the new Medicare Part D program.

The Director of Social Services informed the Commissioners that a former Park Holm resident is on the Newport Tree Commission and would like to plant some trees in the Park Holm development. This is a project he wishes to do with both the seniors and children. A tree is also going to be planted at the Memorial Garden.

The Director of Social Services informed the Commissioners that on February 17<sup>th</sup> there is a play for Back History Month at Salve Regina and she plans on taking some seniors to this.

The Director of Social Services informed the Commissioners that there is a homeless march being planned by the Coalition for Homeless from Westerly to the State House from May 21<sup>st</sup> through May 25<sup>th</sup>.

Elizabeth Fuerte, President of the Newport Resident Council, indicated that there is nothing new to report for the Newport Resident Council this month.

Upon a motion by Commissioner Landry, seconded by Commissioner Hall, and unanimously carried, the Commission moved to closed session in accordance with RIGL §42-46-5 (5) to discuss land disposition for Newport Heights Phase 4.

Upon a motion by Commissioner Fuerte, seconded by Commissioner Landry, and unanimously carried, the Commission returned to open session and the Chair announced that the Commissioners further discussed land disposition and related issues.

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