

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 AUGUST, 2007

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Donovan Manor, 19 Chapel Street, Newport at 4:30 p.m. on August 9, 2007.

Roll call followed the Pledge of Allegiance:

PRESENT:	Commissioner	Jan Shapin
	"	Rodney P. Bowley
	"	Frank Coleman
	"	John J. Crowley, Jr.
	"	Jade Hall
	"	Frank Landry

ABSENT:               None

ALSO PRESENT:    Attorney       Joseph J. Nicholson, Jr.

Upon a motion by Commissioner Crowley, seconded by Commissioner Bowley, and unanimously carried, the Minutes of the Regular Monthly Meeting of July 12, 2007, as amended, were approved. The amendment to the July Minutes included the following sentence, "Commissioner Hall requested that since this is the first HOPE VI development in the state, the Authority clarify state law regarding HOPE VI residents living in ACC units, that these residents remain eligible to participate on the HACN Board of Commissioners, and if necessary, work to amend the state law".

The monthly bills report was presented to the Commissioners.

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

The Chair recognized the monthly report provided by Officer Piermont for the Park Holm and Tonomy Hill developments.

Upon a motion by Commissioner Crowley, seconded by Commissioner Landry, and unanimously carried, Officer Piermont's monthly report was accepted.

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

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

Commissioner Crowley, as a member of the Screening Committee established to review the proposals submitted to the Authority for the provision of elderly security services, addressed the Commission and provided them with a copy of the Minutes of the committee's last meeting.

Commissioner Crowley informed those present that it was the intent of the committee to ensure that the Authority's elderly residents be provided the best possible security services that they could find. He named each committee member individually and listed the names of each company that was interviewed.

Commissioner Crowley stated that committee members were given the opportunity to provide input on their evaluation of the proposals, complete a thorough evaluation of each company, and recommend which one would provide the best services to benefit our residents.

Commissioner Crowley informed those present of the criteria used by the committee in their evaluation and selection process. He also stated that he personally checked some of the references provided by the candidates.

Commissioner Crowley indicated that it was the consensus of the committee that the proposal submitted by Professional Security met the Authority's requirements and recommended that the contract to provide security services to our elderly developments be awarded to Professional Security Services effective in September.

The Chair received comments from Commission members and comments from the audience.

Commissioner Crowley reiterated that the committee stressed that qualified residents who are employed with the current security company, be given the opportunity to apply for work with the new security company.

Following receipt of comments from both Commission members and the audience, a motion was made by Commissioner Crowley, seconded by Commissioner Bowley, and unanimously carried, authorizing the contract to provide security services to the elderly developments be awarded to Professional Security.

Following a request from the Chair for a separate vote for the contract effective date, a motion was made by Commissioner Crowley, seconded by Commissioner Bowley, and unanimously carried that the new contract be effective October 1, 2007 to allow for a smooth transition.

Lisa Davis of Hope Security indicated that Hope Security will terminate their security services on September 1, 2007.

Commissioner Crowley's motion was amended, and unanimously carried, to reflect that the new contract effective date will be September 1, 2007.

At the request of the Screening Committee, a motion was made by Commissioner Crowley that the Authority request proposals for the installation of a second camera on the building that will cover the entire parking lot and provide additional security. Said motion was seconded by Commissioner Coleman and unanimously carried.

Commissioner Crowley moved that bids be solicited for the installation of "buttons and wands" at the elderly sites along with the necessary software, to permit the night shift guard, at the end of the shift, to download information so that a daily information log will be available. Said motion was seconded by Commissioner Bowley, and unanimously carried.

Commissioner Crowley expressed his thanks to Commissioner Hall, residents Anne Gadoury and Ray Callahan, for their assistance throughout the entire process.

Commissioner Hall expressed her concern for the two residents of Donovan Manor who were members of the Screening Committee, and requested that Authority staff be alert for any possible issues that may arise during the security company transition period.

The Secretary turned his attention to the request from Brandon Massey to film a documentary on Tonomy Hill.

Commissioner Bowley stated that the Executive Director has met with Mr. Massey and worked out an arrangement that would be advantageous to the Authority and to the city. He moved that this matter be referred to the Authority's counsel to draw up the necessary legal documents. Said motion was seconded by Commissioner Landry, and unanimously carried.

The HOPE VI Director provided the Commissioners with a copy of her monthly report and informed them that Phases 1, 2, and 3 are at 97% occupancy. Phase 4 demolition has begun and to date seven buildings on Caperton have been demolished. Pre-demolition activities have also begun on the Luna Market which is scheduled for demolition within the next few months.

The HOPE VI Director informed the Commissioners that the Authority hopes to demolish twenty-three units on the south side of Cowie Street. These units were initially in Phase 5 and HUD approval has been received, however due to the one-for-one replacement agreement with Rhode Island Housing, we can only demolish as many units as we have replaced. In response to a letter to Rhode Island Housing, they have stipulated that their approval is contingent upon a replacement plan for the entire Phase 5 which consists of 125 units.

The HOPE VI Director informed the Commissioners that she prepared an entire 125-unit replacement plan and submitted it to Rhode Island Housing for approval.

The HOPE VI Director informed the Commissioners that there are four families left in Phase 5, two of whom are in eviction and the other two are awaiting available units in Park Holm.

The HOPE VI Director informed the Commissioners that with regard to construction, Valley Affordable Housing is working with the low bidder on the Phase 4 contract and a meeting will be held with Rhode Island Housing next week to review Phase 4 progress prior to awarding a general contractor for Phase 4. The anticipated start date is October 1<sup>st</sup>.

The HOPE VI Director provided the Commissioners with a copy of a newspaper article showing that in terms of rental we received \$1.3 million of the state's housing bond funding.

The HOPE VI Director informed the Commissioners that the CSS Summer Youth Program has been very successful and that it will conclude next week. Eleven youth participated in clearing pathways at Miantonomi Park as well as general landscaping.

The HOPE VI Director commended Lucy Mattos, the program liaison, who was highly instrumental in the success of this program and it is hoped that the program can continue next year. The HOPE VI Director stated that the program also received media coverage.

The HOPE VI Director informed the Commissioners that the Even Start program which provides educational and child care classes, has recently received substantial cuts in their funding through the Department of Education and they have asked if the HOPE VI program can provide some funding assistance.

The HOPE VI Director informed the Commissioners that she is exploring the possibility of funding that may be available through other contracts that have not utilized their full funding allotment, however no additional HOPE VI funding will be available after 2008.

The HOPE VI Director referenced two very special events that were recently held, the Shimoda Way cookout which was attended by Japanese delegates, staff and Commissioners, and the Newport Heights tour by Speaker, Nancy Pelosi.

The Secretary stated that Speaker Pelosi was very impressed with Newport Heights and Commissioners Shapin and Crowley shared their personal experiences of their meeting with her.

The Director of Finance provided the Commissioners with his monthly reports.

The Director of Finance referenced the insurance policies and stated that we received two policy dividend checks. He informed the Commissioners that he contacted our insurance representative and voiced his concerns regarding the high wind/hail deductible, and advised him that next year we will be looking at the Rhode Island Inter Local Trust. He has since been notified from our insurance company that they will possibly drop this deductible.

The Director of Finance brought to the Commissioners' attention the Section 8 Program investment balance and informed them that this amount has been inflated due to number of vouchers initially awarded by HUD for the HOPE VI program. These vouchers were not all leased up and in order to correct their records, HUD will reduce our funding by approximately \$100,000 each month.

Upon a motion by Commissioner Crowley, seconded by Commissioner Hall, and unanimously carried, the reports provided by the Director of Finance were approved.

The Secretary presented to the Commissioners the monthly Maintenance Report.

Upon a motion by Commissioner Crowley, seconded by Commissioner Hall, and unanimously carried, the Maintenance Report was accepted as read.

The Secretary presented to the Commissioners Application #2 from Freeport General Contracting in the amount of \$34,827.34 in conjunction with their contract with the Authority for exterior painting at Edgar Court and Pond Avenue, and recommended payment be approved.

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried, the Secretary was authorized to pay the bill from Freeport General Contracting in the amount of \$34,827.34.

The Secretary presented to the Commissioners Applications #1 and #2 from Freeport General Contracting in the respective amounts of \$68,940.00 and \$58,393.80 in conjunction with their contract with the Authority for exterior painting at Park Holm, and recommended payment be approved.

Upon a motion by Commissioner Crowley, seconded by Commissioner Landry, and unanimously carried, the Secretary was authorized to pay the two bills from Freeport General Contracting in the amounts of \$68,940.00 and \$58,393.80 respectively.

The Secretary presented to the Commissioners Application #1 from Behan Bros. in the amount of \$108,394.97 in conjunction with their contract with the Authority for renovation work at the Hillside Maintenance Building and recommended payment be approved.

Upon a motion by Commissioner Crowley, seconded by Commissioner Hall, and unanimously carried, the Secretary was authorized to pay the bill from Behan Bros. in the amount of \$108,394.97.

The Director of Social Services presented to the Commissioners her monthly report and informed them that on August 31<sup>st</sup> the annual Backpack Giveaway will be held. This event is sponsored by Citizens Bank and the NAACP and the Colored Women's Association is donating backpack supplies. CSS staff will attend this event along with other providers to present programs that are available to our residents.

The Director of Social Services informed the Commissioners that Florence Gray's health has deteriorated and efforts are underway to have members of the community who worked with her send cards and well wishes.

The Chair directed the Secretary to collaborate with the Director of Social Services and do something appropriate on behalf of the Commissioners.

The Secretary informed the Commissioners that he has made arrangements with a sign company for a sign to be made and installed outside the Florence Gray Center.

The Chair indicated that a report was not submitted this month from the Newport Resident Council.

Commissioner Hall stated that the Newport Resident Council secretary was out of town and unable to prepare the report, and that their next meeting will have to be rescheduled due to the holiday on Monday.

The Chair offered to receive requests from Commissioners.

Commissioner Coleman requested that the Secretary provide him with copies of job descriptions and a pay scale for the Maintenance Department staff.

Commissioner Crowley expressed his congratulations to Patricia Rose and informed those present that this past weekend, she and her husband were honored stewards at church. He provided a copy of the church bulletin and suggested that the Secretary acknowledge Pat's efforts and convey the Commission's thanks for her service to the community.

The Chair announced that the Commission decided to postpone the closed session until the next meeting.

Upon a motion by Commissioner Landry, seconded by Commissioner Crowley, and unanimously carried the meeting adjourned at 5:30 p.m.