

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 FEBRUARY, 2008

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Donovan Manor Community Room, 19 Chapel Street, Newport, Rhode Island at 4:30 p.m. on February 14, 2008.

Roll call followed the Pledge of Allegiance:

PRESENT:	Chairperson	Jan Shapin
	"	Frank Coleman
	"	Cheryl Abney
	"	Frank McCauley
	"	Constance Vergowven

ABSENT:	Vice Chair Rodney Bowley
	Commissioner John Crowley, Jr.

ALSO PRESENT:	Attorney	Joseph J. Nicholson, Jr.
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The monthly meeting began with James Reed presenting the "Way To Go" Awards to several residents. These awards are in recognition to each resident for an achievement, an accomplishment and/or a noteworthy deed having a positive affect on them and on the community. Every effort is made to present these awards on a quarterly basis and there were 17 awards for this quarter. A photo was taken of all the award recipients and the Commissioners.

The awards were presented with assistance from Commissioners' Vergowven, Abney, Coleman, McCauley as well as Chairwoman Shapin.

Upon a motion by Commissioner Abney, seconded by Commissioner Coleman, and unanimously carried the minutes of the regular monthly meeting held on January 10, 2008 were approved.

The monthly bills report was presented to the Commissioners.

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

Four (4) items of correspondence was presented to the Commissioners (COP Report, BOTA Grievance Procedure, Resignation, and Thank you from Commissioner Abney).

Upon a motion by Commissioner Abney, seconded by Commissioner Coleman, and unanimously carried, all correspondence was accepted.

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

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

The Secretary gave an update to the Commissioners regarding the waiting list for Section 8 Housing and Public Housing. A summary of the number of applicants followed.

The Secretary gave a procurement update to the Commissioners. The update included an extensive list of the procurement progress to date. Commissioners' Crowley and Coleman have been very helpful in our procurement activity with ideas and suggestions. We are moving forward with more efficient procurement procedures.

The Secretary reviewed with the Commissioners the original letter of interest and the follow-up letter submitted by Joanne Hoops, the Director of the Boys and Girls Club. Joanne Hoops was in attendance followed by discussion among the Board members and Ms. Hoops.

Upon a motion by Commissioner Abney, seconded by Commissioner Coleman, and unanimously carried, to continue this discussion to a future Board meeting after the Authority reviews these discussions with the absent Board members.

The Secretary requested authorization to proceed with the necessary processes and applications to pursue two initiatives. Included in the packets is the request for the authorization explaining the HUD 811 and the HUD 202. These will not be pursued simultaneously; however, they are time sensitive material. For clarification purposes, the 811 is a small building program in the 8-10 unit range for people with disabilities. The intention is that it could go on the Luna Market parcel reflecting Phase V.

Upon a motion by Commissioner Abney, seconded by Commissioner Coleman, and unanimously carried accepting to approve the processes and the applications for the HUD 811 and the initiative for the HUD 202 with the developmental sub-committee providing information back to the Board when it comes available.

The Secretary requested authorization to negotiate with the interested developer for the Mixed Use Commercial building. We would like authorization to proceed in negotiations and return negotiations to the Board for final approval.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney and unanimously carried accepting to authorize negotiations.

The HOPE VI Director provided the Commissioners with copies of the monthly reports.

A motion was made by Commissioner Abney, seconded by Commissioner Coleman, and unanimously carried accepting the reports as read by the HOPE VI Director.

The Secretary provided the Commissioners with copies of the monthly Finance reports.

Upon a motion by Commissioner Abney seconded by Commissioner Coleman, and unanimously carried, to accept the reports as read.

The Secretary presented to the Commissioners the monthly Maintenance Report.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney, and unanimously carried, to accept reports as read.

The Secretary presented to the Commissioners the following action item and recommended approval. This is the final payment for this requisition. A copy of the final inspection report will be made available at the next Board meeting.

1). Payment requisition #9 \$22,681.25 – Fire Alarm & Aurora Electric, Inc.

Upon a motion by Commissioner Coleman, seconded by Commissioner McCauley, and unanimously carried, the aforementioned action item be approved for payment.

The Director of Social Services Director presented to the Commissioners her monthly report.

Upon a motion by Commissioner Coleman, seconded by Commissioner Vergowven and unanimously carried, to accept reports as read.

The Chair acknowledged no monthly report submitted by the Newport Resident Council due to the resignation of Cindy Warren. It was requested to have all mail for the Resident Council sent via U.S. Mail to the One Eisenhower Street address. A request for a key to the Newport Resident Council office was made. The suggestion was made that the RAB Committee will need to meet regarding holding an election process for a recognized Resident Council.

Chairwoman Shapin opened up the discussion for Commissioners' Requests.

The Secretary gave an update to the Commissioners regarding previous Commissioners' requests.

- The request to condense the Board packet to contain fewer pages is being worked on with some reports being condensed down to one page. The Board will see results of this in upcoming meetings.
- The exterior lighting in Park Holm has been reviewed and work has begun on replacing some of the lights.
- The bus shelter has been completed and will be installed in front of the Park Holm rental office tomorrow.

No other Commissioners' Requests at this time.

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