

THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON THE FIFTEENTH DAY OF DECEMBER, 2007

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Administration Building, 120B Hillside Avenue, Newport, Rhode Island at 4:30 p.m. on December 19, 2007.

Roll call followed the Pledge of Allegiance:

PRESENT:	Commissioner	Jan Shapin
	"	Rodney P. Bowley
	"	Frank Coleman
	"	John J. Crowley, Jr.
	"	Jade Hall
ABSENT:	Commissioner	Cheryl Abney (Excused)
		Jade Hall
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 November 15, 2007 were approved.

The monthly bills report was presented to the Commissioners.

Commissioner Coleman requested an update regarding the purchase of the saws all equipment. The secretary stated that the foreman was instructed to complete the requisition for approval. No requisition has been received at this time.

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

Commissioner Coleman asked if Officer Piermont would be attending meetings in the future. The secretary reported that Officer Piermont has a child care issue and has had a change in shift schedule. He will need approved overtime to attend meetings and is in the process of speaking to his supervisor for that approval to take effect for the January meeting.

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

Upon a motion by Commissioner Bowley, seconded by Commissioner Crowley and unanimously carried to receive communication regarding Cindy Warren's resignation from the Newport Resident Council.

The Secretary added a letter received December 19, 2007 by Yvette Harris as correspondence.

Upon a motion by Commissioner Bowley, seconded by Commissioner Crowley, and unanimously carried, the letter was received.

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

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

The Secretary gave a progress report update to the Commissioners on the Resident Commissioner Election results.

Upon a motion by Commissioner Bowley, seconded by Commissioner Crowley, and unanimously carried, to accept the Progress Report.

Commissioner Crowley requested that Chairwomen Shapin send a letter of appreciation to the staff for their time worked during the election and a letter thanking the residents who worked.

The Secretary reviewed with the Commissioners the request by Commissioner Crowley to add a weather shelter for children waiting for school buses in front of One Park Holm. The Secretary reported that he would like to speak to the parents and the children making them aware of interest of the Board regarding this shelter and to determine the size needed. Once this has been determined the Secretary will report back to the Board in the January meeting.

The Secretary reviewed the request from Commissioner Hall to attend a conference in January at Disney World in Florida. Commissioner Crowley asked the Director of Finance what the budget was for travel at this time. The Director of Finance responded by stating that NHA is currently over budget \$6,000.

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried that Commissioner Hall's request be denied at this time. Commissioner Crowley also added that any staff or commissioners' requests for conferences from now until the end of this fiscal year, must be voted on by the approved Board. Chairwomen Shapin also added that, for the next fiscal years' budget, we should be more prudent about the use of travel time. The Secretary added that there will be new Resident Commissioners and Commissioners on the Board including Mrs. Cheryl Abney who may be interested in attending a conference for additional Commissioner training. This issue will be discussed further during budget meetings for the next fiscal year.

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

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

The HOPE VI Director reviewed with the Commissioners Resolution No. 1031 Winslow Place – Resolution of Support.

Upon a motion by Commissioner Crowley, seconded by Commissioner Coleman, and unanimously carried, to support and approve Resolution No. 1031.

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

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

In reference to his letter of December 12th announcing an early retirement, the Director of Finance thanked the Commissioners for their support over the years. The Commissioners wished the Director of Finance well with all his future endeavors.

Upon a motion by Commissioner Bowley seconded by Commissioner Crowley, and unanimously carried, to accept the Director of Finances' resignation as read.

The Secretary presented to the Commissioners the monthly Maintenance Report.

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

The Secretary presented to the Commissioners the following one action item and recommended approval.

1. Change Order #3 – Extension of Time
2. Change Order #4 - \$213,834
3. Application #7 - \$206,782.70

Upon a motion by Commissioner Bowley, seconded by Commissioner Crowley, and unanimously carried, the aforementioned action items were approved.

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

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

The Chair acknowledged receipt of the monthly report submitted by the Newport Resident Council.

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

Ms. Yvette Harris approached the Commission regarding the Newport Resident Council office inventory that was conducted Tuesday, December 11, 2007. Yvette wanted to know if the results of this inventory were reflected on the Newport Resident Council monthly report and also if there was any discussion regarding the recent RAB meeting.

The Secretary reported that Cindy Warren reported that the inventory was conducted and went well and turned in a list of supplies that were requested by Yvette Harris and Jade Hall. The RAB meeting will move forward in the re-organization of the Resident Council and the next meeting will be held in January, 2008. Following this meeting, the Secretary will report back to the Board of Commissioners if there are any conclusions and recommendations to report in the January meeting.

Upon a motion by Commissioner Crowley, seconded by Commissioner Bowley, and unanimously carried, to accept the Newport Resident Council reports as read.

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