

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 JULY, 2009

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Newport Housing Authority Administration Office, Newport, Rhode Island at 4:30 p.m. on July 9, 2009.

Roll call followed the Pledge of Allegiance:

PRESENT:	Chairperson	Jan Shapin
	Commissioner	Cheryl Abney
	"	Frank Landry
	"	Frank Coleman
	"	Frank McCauley
ABSENT:	Vice Chair	Rodney Bowley
	"	Constance Vergowven
ALSO PRESENT:	Attorney	Joseph J. Nicholson, Jr.

Upon a motion by Commissioner Landry, seconded by Commissioner McCauley, and unanimously carried the minutes of the regular monthly meeting held on June 11, 2009 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.

Park Holm Renovations contract award was presented by the Secretary on behalf of the Park Holm Development Committee, a motion to approve the contract award authorizing the Executive Director to execute and enter into a contract with Pezzuco Construction.

Upon a motion by Commissioner McCauley, seconded by Commissioner Coleman, and unanimously carried, Park Holm contract award was approved.

Commissioner Landry requested clarification regarding Section 3 residents' participation being mandatory for the contractor. It was clarified by the Director of Operations that the bid documents mandate the contractor to hold a job fair in the HACN Administration building. Commissioner Landry also asked if HACN could require the contractor to hire local subs. The Director of Operations responded that HACN cannot make it mandatory to hire RI subs and that we can only encourage them to hire RI firms, but legally we cannot make it mandatory. The subcontractors also have Section 3 requirements to provide job opportunities or job training opportunities to low income public housing residents or any other low income person in Newport County.

The Secretary submitted to the Commissioners the Consent Calendar items which included the Finance Reports, C.O.P. Report, Applications, Occupancy, June Collection/Loss Reports, Section 8 Report, HOPE VI & Development Report, and Resident Services.

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

The Secretary introduced Nicole Poepping Healthy Residents Healthy Homes Coordinator and Nancy Sutton from the State of RI Department of Health. Nicole conducted a power point presentation regarding smoke free housing. The housing authority staff has been working with them on developing a smoke free housing policy eliminating smoking in the units. Upon Board approval, Nicole will distribute information on smoke free housing to the residents, place receptacles throughout the properties, and provide proper signage for the residents for knowledge of where they are allowed to smoke. A draft policy has been included in the Board packets. A lengthy discussion ensued.

Chairwoman Shapin stated that a Notice should be sent out to the residents informing them of the anticipated smoke free policy which will include a lease addendum. The Notice would include that a 45 public comment period would be given and a public hearing would be held. This could be done as part of the next Annual Plan or as an amendment to the current HACN Annual Plan.

Upon a motion by Commissioner Landry, seconded by Commissioner Coleman, and unanimously carried, the Board approved staff to formulate a detailed plan as part of either the Annual Plan process or as an amendment to the existing Annual Plan, subject to the HUD requirements for an Annual Plan amendment.

The Secretary presented to the Board an update regarding the Park Holm Master Plan.

Approved issuance of the bid to the General Contractor, Pezzuco Construction, for the Park Holm Master Plan Phase I.

Three Capital Fund Recovery Competition Grant applications have been submitted. HUD expects to announce any awards by September 1, 2009.

Relocation of the residents for Phase I is well underway. The process is going smoothly thus far.

Chairwoman Shapin discussed with the Board the possibility of the S8 residents who currently have one year leases in place, that HACN would possibly be able to utilize those apartments for a second set of residents in the event that those residents return to their units before the one year term is up. If there is no money for Phase 2 & 3, money will be used from the \$1 million in Capital Funds currently allocated for Park Holm. Board members were in agreement of this plan (no vote necessary).

Commissioners' Request: (s)

- Commissioner Landry asked for clarification regarding the necessity at this time of the funding of overtime for the Newport Police to patrol the HACN properties; especially since crime has decreased significantly.
- Chairwoman Shapin requested if the Board would be interested in using our current architect to review the Public Housing units to conduct a needs assessment determining if we are eligible to receive energy funding of \$6500 per unit. The funding would be from the Department of Energy for windows, doors, roofs, etc. The Board members agreed to proceed with hiring a new architect to conduct a needs assessment.
- Chairwoman Shapin suggested going back to the 4:30 p.m. time for the Board of Commissioners meetings beginning with the August meeting. At that time it will be determined if the day of the monthly meeting and/or the time of the monthly meeting will be changed permanently or stay as is. The point is to make one change.
- Chairwoman Shapin would like to have the consent of all the Commissioners regarding scheduling the first of two strategic planning committee meetings. Therefore, the Commissioners should be given two meeting dates and times either the last week in July or first week in August which works for everyone.

Upon a motion by Commissioner Coleman seconded by Commissioner Landry, and unanimously carried, and went into Executive Closed Session RIGL 42-46-5 § (a) (1).

The Board returned to open session and the Chairperson announced the basis of the discussion is the annual performance evaluation of the Executive Director.

Motion was made by Commissioner Coleman, seconded by Commissioner McCauley, and unanimously carried, to adjourn at 6:30 p.m.