

THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE CITY OF NEWPORT, RHODE ISLAND  
HELD ON THE THIRTEENTH DAY OF AUGUST, 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 August 13, 2009.

Roll call followed the Pledge of Allegiance:

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

ABSENT:	Vice Chair	Rodney Bowley
	Commissioner	Frank Landry
	"	

ALSO PRESENT: Attorney Joseph J. Nicholson, Jr.

Upon a motion by Commissioner Coleman, seconded by Commissioner Abney and unanimously carried the minutes of the regular monthly meeting held on July 9, 2009 were approved.

The monthly bills report was presented to the Commissioners.

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

The Secretary recommended Cintas Fire Protection, Inc for the Fire Protection Sprinkler System Installation at the Florence Gray Center in the amount of \$226,000. A motion to approve the contract award authorizing the Executive Director to execute and enter into a contract with Cintas Fire Protection, Inc.

Upon a motion by Commissioner Coleman seconded by Commissioner Vergowven, and unanimously carried, the fire protection sprinkler system installation contract award was approved.

The Director of Operations discussed the Section 8 Administrative Plan Updates included in the Board packets. The changes included the expansion of language only in regards to the code of federal regulations (CFR). The current Administrative Plan was outdated in certain areas and needed to reflect our practices and the current CFR per HUD's recommendations.

Upon a motion by Commissioner McCauley seconded by Commissioner Abney, and unanimously carried, to adopt the Section 8 Administrative Plan Changes.

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

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

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

A meeting with the General Contractor was held on August 12<sup>th</sup>. The contract will begin on Monday, August 17<sup>th</sup>. Mobilizing of the area will begin with temporary fencing around the work site.

There are between 13-15 families scheduled to move the week of August 12<sup>th</sup>. The relocation coordinators have worked diligently with the residents for housing placement. The

coordinators will continue to have all relocations completed by Wednesday, August 19<sup>th</sup>. The process continues to go smoothly.

Commissioners' Request: (s)

- Chairwoman Shapin had a request regarding the Vacancy/Occupancy report. She would like the report to show the PH Phase 1 segregated from the normal vacancies so that the Board can monitor the construction progress.
- Commissioner Coleman requested an updated list of maintenance employees including the recent new hires.
- Chairwoman Shapin requested an update regarding the Smoke-Free Housing policy in October following the scheduled resident meetings in September.

Upon a motion by Commissioner Vergowven, seconded by Commissioner Abney, and unanimously carried, the Commission went into Executive Closed Session RIGL § 42-46-5.

The Board returned to open session and the Chairwoman announced the basis of the discussion was related to the Authority's potential sale of the Gallagher Building and Land to the State for the purpose of building a new Met School.

Upon a motion by Commissioner Vergowven, seconded by Commissioner McCauley, and unanimously carried, the meeting adjourned at 5:50 p.m.