

THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON THE EIGHTH OF OCTOBER, 2015

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session in the Administration Building Newport, Rhode Island at 4:00 p.m. on October 8, 2015.

Roll call followed the Pledge of Allegiance and Silent Prayer:

PRESENT: Chairman Frank Landry
 Vice Chairman Frank Coleman

 Commissioner Cheryl Abney
 “ Frank McCauley
 “ Charles Laranjo
 “ Peggy Henderson

ABSENT: “ Nikki Vazquez

ALSO PRESENT: Attorney Joseph J. Nicholson, Jr.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, the minutes of the regular monthly meeting held on September 10, 2015 were approved.

Under communications to this month’s Board meeting, the Secretary presented the following staffing update:

- a). Director of Operations;- Posting Closing 10/9
- b). Assistant Property Manager – To be Posted
- c). Housing Clerk – To be Posted
- d). Procurement Inventory Specialist/Payables Clerk – To be Posted

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, to receive the communications as read and refer to the Administration.

The Secretary requested authorization and approval of the monthly bills.

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

The Secretary requested authorization and approval for requisition for payments #38 to TAG Associates, Inc. in the amount of \$13,778.89 for consulting work for the Park Holm Redevelopment Project Phase 1,2,3.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, authorization and approval to pay TAG Associates for requisitions #38.

The Secretary presented to the Commissioners the collection loss report showing five move-outs with no write-offs this month.

Upon a motion by Commissioner Abney, and seconded by Commissioner Coleman, and unanimously carried, the collection loss report was received as presented.

The Secretary presented the 2016 Annual Plan timeline to be received including the hearing date of Thursday, January 7, 2016 at 4:00 p.m.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, the annual plan timeline was received as presented and forward to Administration.

The Secretary submitted to the Board the Consent Calendar items which included the COP Report, Occupancy, Applications, & Section 8 Report, Resident Services Report. There was no Collection Loss Payment this month.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, the above Report of the Secretary items were received as presented.

The Secretary presented to the Board an updated Capital/ARRA Projects report regarding Park Holm, HUD REAC Inspection, Chapel Terrace, Senior Center, Chapel Terrace, Elderly Sites, Donovan Manor, Administrative Office, Authority Wide.

Upon a motion by Commissioner Coleman, seconded by Commissioner Henderson, and unanimously carried, the report regarding the Capital/ARRA Project (s) updates were received as presented.

The Secretary reported no Newport Resident Council report for October.

Commissioners Request (s):

- Commissioner Henderson announced the Halloween activities for 10/31 for resident children to be held at Donovan Manor. Activities will include face painting and a fire safety presentation by the Newport Fire Department. Peggy requested the phone number for the COP officer she would like to invite to the event to interact with the youth. The Newport Resident Council will also be involved with passing out candy as well.
- Peggy also requested the Maintenance department create some type of walk way for the kids coming into the building so they are not walking on the grass. The Secretary responded that a cement walkway could be looked into as a larger capital improvement project but that this would not be able to be provided in time for Halloween.
- Following the Capital report Commissioner Henderson requested that the TV's in the Wellness Center and the Community Room at Donovan Manor be looked at she said none of the TV's are working right now. Peter Ruggeri confirmed changes with Cox Communication service and he will follow-up on Friday, 10/9 taking a look at the TV's at Donovan Manor.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Abney, and unanimously carried, the meeting adjourned at 4:30 p.m.

Rhonda Mitchell
Secretary