

THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE CITY OF NEWPORT, RHODE ISLAND  
HELD ON THE TENTH DAY OF MARCH 2016

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 March 10, 2016.

Roll call followed the Pledge of Allegiance and Silent Prayer:

PRESENT:

Chairman	Frank Landry
Vice Chairman	Frank Coleman
Commissioner	
“	Charles Laranjo
“	Peggy Henderson
“	Nikki Vazquez
“	Frank McCauley

EXCUSED:	Attorney Joseph J. Nicholson, Jr.
	Commissioner Cheryl Abney

ALSO PRESENT:

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, the minutes of the regular monthly meeting held on February 11, 2016 were approved.

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

- a). Rhode Island Housing Preliminary Approval of Park Holm Phase III
- b). Rhode Island Housing Press Release
- c). Saturday Club Article

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

The Secretary requested authorization and approval for requisition for payment #43 to TAG Associates, Inc. in the amount of \$9,295.00 for consulting work for the Park Holm Redevelopment Project Phases 1, 2 ,3.

Upon a motion by Commissioner Henderson, seconded by Commissioner Coleman, and unanimously carried, authorization to pay TAG Associates for requisition #43 was approved.

The Secretary presented to the Commissioners the Disposition of Assets report to dispose of obsolete computer equipment.

Upon a motion by Commissioner Coleman, seconded by Commissioner McCauley and unanimously carried, the Disposition of Assets was received as read and forwarded to Administration.

The Secretary presented a report of requested Board Subcommittees for Board members to serve. The Development & Personnel Committee. The members will be Chair Frank Landry, Vice Chair Frank Coleman and Commissioner Laranjo. The Board Development Sub-Committee members will be Commissioner Laranjo and Commissioner Henderson; The Fund Raiser Sub-Committee will be Commissioner Laranjo and Commissioner Vazquez.

Upon a motion by Commissioner Vazquez, seconded by Commissioner McCauley, and unanimously carried, the subcommittees were established and members approved.

The Secretary presented to the Commissioners the collection loss report in the amount of \$113.20 as uncollectible and classified as bad debt.

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

The Secretary submitted to the Board the Consent Calendar items which included the Occupancy, Applications, & Section 8 Report and Resident Services Report, the Facilities Report, the Executive Directors Report, Finance reports including the Actual YTD expenses, Operating Reserve Analysis, and the Collection & Loss payment in the amount of \$636.90. The secretary also included a brief discussion regarding the future use of the Florence Gray Center and confirmed with the Board that there will be separate meetings scheduled for this discussion during the upcoming budget workshop on April 7, 2016.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Coleman, and unanimously carried, the above Report of the Secretary Consent calendar and Financial report items were received as presented.

The Secretary presented the Newport Resident Council report.

Upon a motion by Commissioner Coleman, seconded by Commissioner McCauley, and unanimously carried, the above Newport Resident Council report was received as presented.

Commissioners Request (s):

- Commissioner McCauley requested the following for consideration:
  - ✓ \$25 cleaning fee for participants who rent out the Donovan Manor Community Room  
The room not being cleaned after use and maintenance has to clean.
- Commissioner Vazquez presented the follow-up:
  - ✓ Florence Gray Center – Kitter will continue her work on the flower bed seasonal planting at the Florence Gray Center. The work will begin the first Saturday in March.

Upon a motion by Commissioner McCauley, seconded by Commissioner Vazquez, and unanimously carried, the meeting adjourned at 4:50 p.m.

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Rhonda Mitchell  
Secretary