

BOARD OF COMMISSIONERS REGULAR MEETING

Fogarty Manor

15th Floor - Board Room

214 Roosevelt Avenue

Pawtucket, RI 02860

Wednesday, April 17, 2013 at 5:30 P.M.

AGENDA

1. Meeting called to Order

2. Roll Call

3. Resident and Public Concerns

4. Approval of Minutes from March 13, 2013 Meeting

5. Correspondence

**5A. U.S. Department of Housing and Urban Development – FY2012
Capital Fund Safety and Security Grant – Ineligible for Funding –
dated April 5, 2013**

**5B. U.S. Department of Housing and Urban Development – Budget
Documents for Five-Year Mainstream Program – dated April 3, 2013**

**5C. Rhode Island Department of Environmental Management –
Consent Agreement – Notice of Violation – dated April 2, 2013**

**5D. U.S. Department of Housing and Urban Development –
Semi-Annual Enforcement Reports are due April 15, 2013 – dated**

March 13, 2013

5E. U.S. Department of Housing and Urban Development – HUD approval of one Vacant Unit at Burns Manor to be designated Casualty Loss – dated March 7, 2013

6. Report of the Executive Director

- **Personnel Contract Log**

7. Consent Agenda - Department Reports

- **Housing Management**

- o **PHAS-MASS Report**

- **Legal Status Report**

- **Operations**

- **Finance**

- a. **Service Contract Log**

- **Security**

- **Resident Services**

- **Section 8**

8. New Business

8.1 Resolutions

- **Resolution #1033 – Section 8 Management Assessment Program (SEMAP) Certification for FY2013**

9. Executive Session

• **Approval of Past Executive Session Minutes: 2/20/13 & 3/13/13**

• **Personnel**

10. Other Business

11. Adjournment

THERE WILL BE INTERPRETATION SERVICES AVAILABLE

The meeting was called to order by Chairperson Stella Carrera at 5:30 P.M. with a motion by Vice Chairperson Rabbitt and a seconded by Commissioner Legrand.

Upon roll call those present and those absent were as follows:

Present

Stella Carrera, Chairperson

Kevin Rabbitt, Vice Chairperson

Harvey Goulet, Commissioner Absent

Robert Ricci, Commissioner

Diane Legrand, Commissioner

Raymond Gannon, Commissioner

Reinaldo Nieves, Commissioner

Stephen Vadnais, Executive Director

Jim Goff, Deputy Executive Director

Maureen McNulty, Executive Secretary

Joseph Loconto, Finance Director

Jim Ruthowski, Security Director

Lisa Cloutier, Attorney

Resident and Public Concerns

Approval of Minutes

Chairperson Carrera asked if anyone had any questions or objections to the minutes of March 13, 2013 meeting. There were no other questions or objections.

A motion was made to approve the minutes of March 13, 2013 by Vice Chairperson Rabbitt and was seconded by Commissioner Legrand.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

Chairperson Carrera

Vice Chairperson Rabbitt

Commissioner Goulet

Commissioner Ricci

Commissioner Gannon

Commissioner Nieves

NAYS

Absent

Commissioner Legrand

Correspondence

Chairperson Carrera asked if anyone had any questions or objections to the Correspondence this month. The Chairperson asked about 5A. Security Grant funding that the PHA was ineligible for. Director

Vadnais said we applied for \$250K and he has not had a discussion with the grant writer about it. She also asked about 5B. Budget Documents for Five-year Mainstream Program. The Director said we received excess funds of 5%. We have a Section 8 Program and a Mainstream budget. The budget is to run this Section 8 program. He then explained 5C. the Underground diesel tanks at Fogarty and Kennedy Manors. Attorney Lisa Cloutier and Vice Chairperson Rabbitt explained that ultimately the Pawtucket Housing Authority did not receive a fine for the tanks not being registered prior to going into the ground.

There being no further questions the Correspondence Report was received and placed on file.

Executive Director's Report

Chairperson Carrera asked if anyone had objections or questions to the Executive Director's Report for March 2013. Director Vadnais reviewed his monthly report for the Board. The DEM plans for recycling will be underway by May 31, 2013. The Board will be meeting on May 16th for a strategic planning session in the Dome Room of the Pawtucket Public Library. Union negotiations are underway with the Teamsters and the Laborer's. We may call a special meeting with the Board if necessary on a tentative agreement.

An independent audit was required by us on the St. Germain Solar Energy Utilization Project and the audit was very impressive. A press release was done that included participation from a class of students from Blackstone Academy. I am looking at the feasibility of a rental

assistance demonstration program at Galego. It is a HUD demonstration program to covert public housing to Section 8 housing and then our declaration of trust would go away. This is a HUD nation-wide program. Because of Sequester funding cuts we have drastically cut security at Prospect and Galego Court. We are rotating security coverage.

The Director's report was received and placed on file.

Consent Agenda Department Reports

- **Housing Management**

Chairperson Stella Carrera asked if there were any questions or objections to the Housing

Management report. Vice Chairperson Rabbitt said the financial numbers are looking better and are going in the right direction.

There were no further questions or objections.

- o **MASS Report**

Chairperson Carrera asked if there were any questions or objections regarding the March 2013 MASS Report.

There were no questions or objections to the MASS Report.

- **Legal Status Report**

Chairperson Carrera asked if there were any questions or objections regarding the Legal Status Reports from Attorney's Montalbano and Cloutier's office for March 2013. Attorney Cloutier spoke on

transitioning move outs on drug dealing families and that the process has gone well.

There were no further questions regarding the Legal Status Report.

- **Operations**

Chairperson Carrera asked if there were any questions or objections to the Modernization Reports for March 2013. Executive Director Vadnais announced that the Director of Operations, Robert Corsini will attend the next Board of Commissioner's meeting.

There were no further questions or objections regarding the Modernization Report.

- **Finance**

Chairperson Carrera asked if there were any questions or objections regarding the Finance Report for March 2013. Finance Director, Joe Loconto is preparing reports at the site level. We had a meeting with development managers and housing manager. We are going around to each site. Every month we will be expanding these reports. We will have the managers be part of the budget process. The budget has last year and this year items line-by-line.

There were no further questions or objections.

- o **Service Contract Log**

Chairperson Carrera asked if there were any questions or objections regarding the Service Contract Log for March 2013.

There were no further questions or objections.

- **Security**

Chairperson Carrera asked if there were any questions or objections regarding the Security Report for March 2013. Director Vadnais spoke on Jim Ruthowski's behalf on his attendance as part of the Emergency Management Team. We will be rolling this emergency response plan out to the entire staff on May 10th so we may be able to respond to emergencies better.

There were no further questions or objections.

- **Resident Services Report**

Chairperson Carrera asked if there were any questions or objections regarding the Resident Services Report for March 2013. The Chairperson asked about Earth Day at Galego Court on April 27th. The Director said the New Urban Farmers will take care of the site that day without staff or overtime at the event. Smoke Free housing has a public hearing on April 29th at St. Germain Manor from 3 to 5pm. The notice was placed in three newspapers. Vice Chairperson Rabbitt gave credit to Justin Barros on the FSS newsletter and the nice work he did in producing it.

There were no further questions or objections.

Section 8 Monthly Reports

Chairperson Carrera asked if anyone had objections or questions to the Section 8 Monthly Reports for March 2013.

There were no further questions or objections.

There being no additional comments, questions or concerns regarding the Consent Agenda, Chairperson Carrera asked that the Consent Agenda for March 2013 be received and placed on file.

New Business

Resolution #1033 – Section 8 Management Assessment Program (SEMAP) Certification for FY 2013

Chairperson Carrera asked if anyone had any questions or objections to the Resolution #1033- Approval of the Section 8 Management Assessment Program (SEMAP) Certification for FY 2013.

Chairperson Carrera asked for a motion to approve Resolution #1033 – Approval of the Section 8 Management Assessment Program (SEMAP) Certification for FY 2013.

A motion to approve was made by Vice Chairperson Rabbitt and was seconded by Commissioner Nieves.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Carrera

Vice Chairperson Rabbitt

Commissioner Goulet

Absent

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Commissioner Nieves

Executive Session:

None.

Personnel:

None.

Other Business:

None.

Adjournment:

There being no further business Chairperson Carrera made a motion to adjourn the Board of Commissioners April 17, 2013 meeting.

A motion to adjourn the Board of Commissioners April 17, 2013 meeting was made by Vice Chairperson Rabbitt and seconded by Commissioner Ricci.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Carrera

Vice Chairperson Rabbitt

Commissioner Goulet Absent

Commissioner Legrand

Commissioner Ricci

Commissioner Gannon

Commissioner Nieves

Adjournment at 6:30 P.M.

Minutes Submitted and Approved By:

Stella Carrera, Chairperson

Stephen A. Vadnais

Executive Director

Recording Secretary