

BOARD OF COMMISSIONERS REGULAR MEETING

Fogarty Manor

Conference Room – 15th Floor

214 Roosevelt Avenue

Pawtucket, RI 02860

Wednesday, August 21, 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 June 19, 2013 Meeting

4A. Approval of Minutes of Annual Meeting from July 9, 2013

5. Correspondence

5A. U.S. Department of Housing and Urban Development – SEMAP score for FYE 3/31/13 – dated July 26, 2013

5B. City of Pawtucket – PHA awarded \$65,000 from the City of Pawtucket's CDBG for the 560 Prospect Street Playground – dated July 24, 2013

5C. Rhode Island Department of Environmental Management – Release of Violation Fogarty and Kennedy Manor OC&I/UST No. 10-03540, AAD No. 11-006/WME – dated July 12, 2013

5D. City of Pawtucket, City Council – Appointment of Kevin Rabbitt to the Pawtucket Housing Authority – term to expire the first Monday in July 2018 – dated July 11, 2013

5E. The Housing Authority of the City of Pawtucket – Settlement of the Notice of Violation OC&I/UST No. 10-03540, AAD No. 011-006-WME – dated July 2, 2013

5F. U.S. Department of Housing and Urban Development – Letter regarding Homelessness

5G. U.S. Department of Housing and Urban Development – Guidance on Homelessness through the Public Housing and Housing Choice Voucher programs – dated June 10, 2013

6. Report of the Executive Director (June and July 2013)

- **Personnel Contract Log**

7. Consent Agenda - Department Reports (June and July 2013)

- **Housing Management**

 - o **PHAS Report**

- **Legal Status Report**

- **Operations**

- **Finance**

 - a. **Service Contract Log**

- **Security**
- **Resident Services**
- **Section 8**

8. New Business

8.1 Resolutions

- **Resolution #1038 – 2013 Capital Fund**
- **Resolution #1039 – Payment Standard: Efficiency Units**

8.2 Approvals

- **Approval to enter into contract with Tarrado Architects for A&E Service.**
- **Approval to enter into contract with Ed Wojcik Architects for A&E Service.**
- **Approval to begin due diligence concerning a Rental Assistance Demonstration Application in connection with 560 Prospect.**

9. Executive Session

10. Other Business

11. Adjournment

THERE WILL BE INTERPRETATION SERVICES AVAILABLE AT THE MEETING

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

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

Present

Kevin Rabbitt, Chairperson

Reinaldo Nieves, Jr., Vice Chairperson

Stella Carrera, Commissioner

Harvey Goulet, Commissioner

Robert Ricci, Commissioner

Diane Legrand, Commissioner

Raymond Gannon, Commissioner

Stephen Vadnais, Executive Director

Jim Goff, Deputy Executive Director

Maureen McNulty, Executive Secretary

Joseph Loconto, Finance Director

Jim Ruthowski, Security Director

Robert Corsini, Director of Operations

John Montalbano, Attorney

Gayle Epp, Partner, EJP Consulting Group, Inc.

Charlene Regan, Affordable Financing Consultant

Resident and Public Concerns

Residents present were Ronald Hall and Paul Church. Mr. Hall presented the Board with a

“Resident Complaint” form in regard to another tenant in his building.

He proceeded to explain his position to the Board. The Board listened intently and then thanked Mr. Hall for his concerns. His

issue will be investigated by the Executive Deputy Director, James Goff.

Approval of Minutes

Chairperson Rabbitt asked if anyone had any questions or objections to the minutes of June 19, 2013 meeting. There were no other questions or objections.

A motion was made to approve the minutes of June 19, 2013 by Commissioner Carrera and was seconded by Commissioner Legrand.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Approval of Minutes

Chairperson Rabbitt asked if anyone had any questions or objections to the minutes of July 9, 2013 Annual meeting. There were no other questions or objections.

A motion was made to approve the minutes of July 9, 2013 by Commissioner Carrera and was seconded by Commissioner Legrand.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Guest: EJP Consulting Group, Inc.

The Pawtucket Housing Authority invited Gayle Epp of EJP Consulting Group, Inc. and Charlene Regan of Affordable Financing to address the Board of Commissioners with an overview of the proposed 560 Prospect Street Redevelopment Plan.

The following are highlights of their presentation:

- HUD Rental Assistance Demonstration (RAD) Options and Opportunities for 560 Prospect Street**
- Preliminary Rehab Program**
- Options for Redevelopment**

- **RAD Overview Advantages and Disadvantages for PHA**
- **Section 8: PBRA vs. PBV**
- **Financing and Next Steps**

An hour-long discussion took place with EJP Consulting, the Board of Commissioners and the Pawtucket Housing Authority staff. There were no further questions.

Correspondence

Chairperson Rabbitt asked if anyone had any questions or objections to the Correspondence for June and July, 2013. Commissioner Carrera questioned the HUD correspondence 5G. Guidance on Homelessness through the Public Housing and Housing Choice Voucher Programs. Director Stephen Vadnais reviewed the HUD letter for the Board. He explained that HUD is requesting housing authorities to house homeless individuals and families in order to prevent homelessness. The Pawtucket Housing Authority housed ten (10) homeless individuals or families and we are the first in Rhode Island to administer this program. Commissioner Carrera asked where we are housing these people. Director Vadnais said we have a case manager working with these individuals who are housed at Galego Court, Kennedy Manor, 560 Prospect and St. Germain Manor.

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

Executive Director's Report

Chairperson Rabbitt asked if anyone had objections or questions to the Executive Director's Reports for June and July 2013. Director Vadnais reviewed his monthly reports for the Board. The Smoke Free Program was rolled out, assigned parking at Kennedy Manor was completed, and the DEM violation was closed out. He will invite Attorney Jeff Kasle, labor lawyer to the September Board meeting. There is no news on the Sequester as there is no Federal budget. Passage of the budget looks unlikely. The Sequester will continue until there is a new federal budget. The budget cuts will continue to move forward. The audit went well and they will be returning next week. The audit firm Rector is very thorough and they will help in keeping the Housing Authority moving forward.

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

Consent Agenda Department Reports

- Housing Management**

Chairperson Kevin Rabbitt asked if there were any questions or objections to the Housing

Management Reports for June and July 2013. Chairperson Rabbitt noted that the monthly rents are slipping by 4%. This is going up again. Mr. Goff confirmed his statement.

There were no further questions or objections.

o MASS Report

Chairperson Rabbitt asked if there were any questions or objections regarding the June and July 2013 MASS Report.

There were no questions or objections to the MASS Report.

• Legal Status Report

Chairperson Rabbitt asked if there were any questions or objections regarding the Legal Status Reports from Attorney's Montalbano and Cloutier's office for June and July 2013. Commissioner Carrera asked the attorney to review P.4 on St. Germain criminal activity and why it is going on for so long. Attorney Montalbano stated that this case is a serious crime.

We filed for eviction based on the tenants actions as per HUD regulations contained in our lease for the Housing Authority and, the case will be going to trial in February. Commissioner Legrand noticed that the confidential cases pending reports included tenant's names. This will be corrected by the next meeting.

There were no further questions regarding the Legal Status Report.

• Operations

Chairperson Rabbitt asked if there were any questions or objections to the Modernization Reports for June and July 2013. Commissioner Carrera congratulated Robert Corsini, Director of Operations on the good job he is doing. Chairperson Rabbitt said Mr. Corsini did

present a very good monthly report.

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

- **Finance**

Chairperson Rabbitt asked if there were any questions or objections regarding the Finance Reports for June and July 2013.

There were no further questions or objections.

- o **Service Contract Log**

Chairperson Rabbitt asked if there were any questions or objections regarding the Service Contract Logs for June and July 2013.

There were no further questions or objections.

- **Security**

Chairperson Rabbitt asked if there were any questions or objections regarding the Security Reports for June and July 2013.

Commissioner Goulet discussed the number of stolen cars recently in Pawtucket. Security Director, Jim Ruthowski said he in fact did speak with the police about this issue. Director Vadnais noted a rash of stolen cars has occurred here and they are usually older cars with a greater scrap value.

There were no further questions or objections.

- **Resident Services Report**

Chairperson Rabbitt asked if there were any questions or objections

regarding the Resident Services Reports for June and July 2013.

There were no further questions or objections.

Section 8 Monthly Reports

Chairperson Rabbitt asked if anyone had objections or questions to the Section 8 Monthly Reports for June and July 2013.

There were no further questions or objections.

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

New Business

Resolution #1038 – 2013 Capital Fund Program

Chairperson Rabbitt asked if anyone had any questions or objections to the Resolution #1038 – 2013 Capital Fund Program. Director Stephen Vadnais referred to the amount of \$1,175,821.00 for Fiscal Year 2013 to Deputy Executive Director, Jim Goff. An annual statement on Capital Fund Financing Program was handed out and at that time a discussion took place with the Board.

Chairperson Rabbitt asked for a motion to approve Resolution #1038 – Approval of Resolution #1038 – 2013 Capital Fund Program. A motion to approve was made by Vice Chairperson Nieves and was

seconded by Commissioner Carrera.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Resolution #1039 – PHA Payment Standards: Efficiency Units

Chairperson Rabbitt asked if anyone had any questions or objections to the Resolution #1039 - PHA Payment Standards: Efficiency Units. Director Vadnais noted our error in the payment standard and corrected the stated \$743 that should have been \$742.

Chairperson Rabbitt asked for a motion to approve Resolution #1039 – Approval of the PHA Payment Standards: Efficiency Units. A motion to approve was made by Commissioner Carrera and was seconded by Vice Chairperson Nieves.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Approval to Enter into Contract with Tarrado Architects for A & E Service:

Chairperson Rabbitt asked if anyone had any questions or objections to the Approval to Enter into Contract with Tarrado Architects for A & E Services. Director of Operations, Robert Corsini noted that the base bid includes all A/E Architectural for all six PHA sites and this contract should be for a three (3) year period.

Chairperson Rabbitt asked for a motion for Approval to Enter into Contract with Tarrado Architects for A & E Services for a contract of three (3) years.

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

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Approval to Enter into Contract with Ed Wojcik Architects for A & E Service:

Chairperson Rabbitt asked if anyone had any questions or objections to the Approval to Enter into Contract with Ed Wojcik Architects for A & E Services. Director of Operations, Robert Corsini noted that the base bid includes all A/E Architectural for all six PHA sites and this contract should be for a three (3) year period.

Chairperson Rabbitt asked for a motion for Approval to Enter into Contract with Ed Wojcik Architects for A & E Services for a contract of three (3) years.

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

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Approval to Begin Due Diligence concerning a Rental Assistance Demonstration Application in connection with 560 Prospect

Chairperson Rabbitt asked if anyone had any questions or objections to recommendations for the Approval to Begin Due Diligence concerning a Rental Assistance Demonstration Application in connection with 560 Prospect.

Chairperson Rabbitt asked for a motion for Approval to Begin Due Diligence concerning a Rental Assistance Demonstration Application in connection with 560 Prospect to be discussed at the next Board meeting.

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

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Ricci

Commissioner Legrand

Commissioner Gannon

Executive Session:

No Executive Session.

Personnel:

None.

Other Business:

None.

Adjournment:

There being no further business Chairperson Rabbitt made a motion to adjourn the Board of Commissioners August 21, 2013 meeting.

A motion to adjourn the Board of Commissioners August 21, 2013

meeting was made by Chairperson Rabbitt and seconded by Commissioner Carrera.

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

AYES

NAYS

Chairperson Rabbitt

Vice Chairperson Nieves

Commissioner Carrera

Commissioner Goulet

Commissioner Legrand

Commissioner Ricci

Commissioner Gannon

Adjournment at 7:20 P.M.

Minutes Submitted and Approved By:

Kevin Rabbitt, Chairperson

Stephen A. Vadnais

Executive Director

Recording Secretary