

**CENTRAL FALLS HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Minutes

March 15, 2006

Call to Order

Chairperson, Mr. Robert Salisbury called the meeting to order at 4:10 p.m.

Present were: Robert Salisbury, Chairperson

Sister Mary Gibson, Commissioner

Charles Coelho, Commissioner

Gladys Burns, Commissioner

Excused were: Albert Laroche, Commissioner

Also present: Robert Girouard, Executive Director

Domenic Butler, Director of Housing Operations

Raymond Marcaccio, Attorney

Susan Levasseur, Administrative Assistant

Approval of Minutes

Gladys Burns motioned to accept the minutes of the February 15, 2006 meeting minutes collectively, Sister Mary Gibson seconded and so it was voted 4-0.

Approval of Expenditures

Sister Mary Gibson motioned to accept the Expenditures for February 2006, Charles Coelho seconded, and so it was voted 4-0.

Administrative Report

Mr. Robert Girouard, Executive Director, begins his report by discussing the consumption rates of the electricity. Electricity rates have increased dramatically and it is reflected in the utility bill, therefore, the possibility of a \$5.00 A/C charge may be applied. Mr. Girouard informs the board that enclosed in their packet there is some reading material from Capital Hill. In this packet it is explains some of the cuts that we can expect in the future. Mr. Girouard speaks about Asset Management and that Domenic Butler, Director of Housing Operations, has redefined the two properties. These properties have become two locations. Wilfrid Manor is defined as #1, while Forand Manor is defined as #2. The reason for this definition is for accounting purposes.

Mr. Girouard explains to the board that an RFP (Request for Proposal) for audit proposals was advertised and we have received two proposals. One proposal is from Mr. Ronald Carmack. Mr. Carmack was the lowest bidder and is familiar with the Central Falls Housing

Authority; we will be awarding Mr. Carmack this contract.

Board Resolution

Risk Control Policy; Motion to approve by Sister Mary Gibson, seconded by Charles Coelho, and so it was voted 4-0 to approve this resolution.

This resolution is asking the board to be committed to Risk Control Management. This will also help reduce the insurance premiums by having this type of policy in place. Moe Brousseau will oversee this policy.

The Public Housing staff will attend training for Public Housing Managers in Providence. This will be a required training. This training will become beneficial to the Housing Authority.

Mr. Raymond Marcaccio, Attorney for the Housing Authority discusses some of the concerns that had been brought up at prior meetings regarding kitchen issues at Wilfrid Manor. There has been some research done on these concerns and Mr. Marcaccio has determined that while the kitchen at Forand Manor does not seem to

be in any violations, the kitchen at Wilfrid is not meeting state regulations. Mr. Girouard will inform the proper people at Wilfrid that this kitchen can no longer exist the way it is operating now. If the kitchen wants to continue, there are requirements that need to be met.

New Business

Discussions took place regarding the issue of tenant hygiene, apartment upkeep and the process of eviction. Security is also discussed, Mr. Robert Girouard informs the board that he has attended a conference on security and the RFP'S (Request for Proposal) will be going out for bid in the next few weeks.

Old Business

Tenant increase in electric payments.

Executive Session

Motion to move into executive session by Charles Coelho, seconded by Sister Mary Gibson, at 5:30 p.m.

Reconvene to Public Meeting

Motion by Sister Mary Gibson to reconvene to public session, seconded by Charles Coelho at 6:05 p.m.

Adjourn

Motion by Charles Coelho, seconded by Sister Mary Gibson that the

meeting be adjourned at 6:07 p.m.