

**CENTRAL FALLS HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

**Minutes**

**May 21, 2008**

**Call to Order**

**Chairperson, Mr. Robert Salisbury called the meeting to order at 3:58 p.m.**

**Present were: Robert Salisbury, Chairperson**

**Sister Mary Gibson, Commissioner**

**Albert Laroche, Commissioner**

**Gladys Burns, Commissioner**

**Charles Coelho, Commissioner**

**Also present: Robert Girouard, Executive Director**

**Domenic Butler, Director of Operations**

**Susan Levasseur, Administrative Assistant**

**Raymond Marcaccio, Attorney**

## **Approval of Minutes**

**Gladys Burns motions to accept the minutes of the April 2008 meeting collectively, Albert Laroche seconded, and so it was voted 5-0.**

## **Approval of Expenditures**

**Charles Coelho motioned to accept the expenditures for April 2008, seconded by Sister Mary Gibson and so it was voted 5-0.**

## **Administrative Report**

**Robert Girouard, Executive Director briefs the board on the process of the Domestic Hot Water. This project seems to be on pace and should be up and running within the next couple of weeks. The application process for the Resident Service Coordinator has been completed. Interviews were conducted and we have a recommendation for the board. The individual we feel is best suited for this challenge is Aimee Tortolano. We will be seeking board approval for this position. The CFHA had a cursory desk audit visit from HUD officials in regards to the lead paint issues. We are awaiting the final analysis of their visit. We will keep the board posted on this audit. The Executive Director explains to the board that the summer hours for the CFHA from June 16, 2008 – September 12, 2008, will be 8:30am-3:30pm. At this time, the School Street Property is discussed. The process has begun to prepare for the new parking lot at Wilfrid Manor. At this time the board would rather put this particular project on hold.**

## **Board Approval**

**Charles Coelho motions to approve that all Capital Fund Modernization projects require detailed backup documentation and break down of bid prices and must seek board pre-approval prior to the beginning of any construction, seconded by Albert Laroche, and so it was voted 5-0.**

## **Board Approval**

**Albert Laroche motions to accept the recommendation for the Resident Service Coordinator position as Aimee Tortolano, seconded by Charles Coelho, and so it was voted 5-0.**

## **Old Business**

**None at this time.**

## **New Business**

**None at this time**

## **Adjourn**

**Motion to adjourn made by Sister Mary Gibson, seconded by Gladys Burns at 6:55 p.m.**