

**CENTRAL FALLS HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

**Minutes**

**November 18, 2009**

**Submitted by: Sue Levasseur**

**Call to Order**

**Vice Chairperson, Gladys Burns called the meeting to order at 12:59 p.m.**

**Present:**

**Cornelius Flynn, Commissioner**

**Alice Bociek, Commissioner**

**Raymond Marcaccio, Attorney**

**Tina Sullivan, Interim Executive Director**

**Susan Levasseur, Administrative Assistant**

**Approval of Minutes**

**Motion made by Alice Bociek to accept the September 23, 2009 meeting minutes, seconded by Cornelius Flynn, and so it was voted**

**3-0.**

**Resident Concerns**

**None at this time**

**Public Comment**

**None at this time**

**Administrative Report**

**Tina Sullivan, Interim Executive Director, briefs the board regarding some of the issues pertaining to the Central Falls Housing Authority. The Authority have resubmitted the Allocation plan to HUD for approval. The Authority did receive a letter from HUD stating that the plan was received and that they would be reviewing it. If we do not receive a response letter from HUD by December 23, 2009, the plan will automatically approved. The Authority is expecting to have some questions regarding this submittal and will keep the board informed.**

**As far as the FSS merger with the Pawtucket Housing Authority, the Authority has not heard back from them at this time but will be continuing talks regarding this possible merger.**

**Job Descriptions are complete and will be presented to the board at the December meeting for review and then this will be placed on the agenda for January, 2010 for approval.**

**The Housing Authority is in the process of conducting an energy audit. This audit usually is conducted for a fee, however, Bill Aunchman has spoken to the company, Direct Energy, and this will be completed at no charge to the authority.**

**The gift shop will remain open as usual, due to Alice Bociek becoming a Commissioner of the Central Falls Housing Authority; it would be a conflict of interest for her to remain as a paid employee of the agency. Therefore, Alice will still conduct business as usual, but will not be compensated for her time.**

**The Authority has also received word from HUD that our 5 (Five) Year Plan has been approved.**

**Central Falls Housing Authority checks: A concern at this time is that the authority's checks are still being stamp/signed by Robert Girouard as well as Robert Salisbury. After speaking with the attorney, the Authority feels that due to Mr. Salisbury resigning from the board, and Mr. Girouard still being on leave that these names need to be removed and new signatures added.**

#### **Amendment of Agenda**

**Motion made by Commissioner Flynn, seconded by Commissioner Bociek to amended the agenda to reflect two new/additional signatures on all Housing Authority checks until any issues are resolved, so it was voted 3-0. The new signatures will be: It was discussed by the board to the have Commissioner Flynn, Vice**

**Chairperson Burns and the Interim Executive Director's names as signatures for the Authority.**

### **Technology Support Award**

**Motion made by Commissioner Flynn to award the IT Contract to Steve Gobin/Gobin Technology, seconded by Commissioner Bociek, so it was voted 3-0.**

### **Grant Writer Award**

**Motion made by Commissioner Bociek, seconded by Commissioner Flynn to award the Grant Writer Contract to Carol Annarino & Associates, so it was voted 3-0.**

### **Police Contract**

**The Interim Executive Director explained to the Board of Commissioners that the contract for security and police services was mailed to HUD for their review and approval as requested by HUD. The Interim Executive Director had contacted HUD to see if they received and if they had any comments. After much discussion Bill Blanchette, of HUD, told the Interim Executive Director that he cannot stop the Board from approving the Police Contract but they were not in favor of it. This has not been provided in writing yet.**

**After much discussion with the Board a motion was made by Commissioner Bociek, seconded by Commissioner Flynn to conditionally award this security contract to the Central Falls Police**

**Department pending HUD'S approval or denial letter of this contract, so it was voted 3-0. This contract would provide service 5 (five) days per week.**

### **Security Service Contract**

**Motion made by Commissioner Flynn, seconded by Commissioner Bociek to award the security service contract to Professional Security Services to be conducted on weekends, so it was voted 3-0.**

### **Approval of Expenditures**

**The Board of Commissioner reviewed the report distributed to them. A motion made by Commissioner Flynn to accept the Expenditures for September and October 2009, seconded by Commissioner Bociek, so it was voted 3-0.**

### **Consent Agenda**

**Department Reports- The Board of Commissioner reviewed the report distributed to them. A motion was made by Commissioner Bociek to accept the department reports, seconded by Commissioner Flynn, so it was voted 3-0.**

### **Board Resolution**

**11/18/2009**

**The Executive Director asked the Board to adopt a Resolution approving the:**

**Section 8 HCV Standards**

**Resolution No. 91811**

**WHEREAS, the Board of Commissioners of the Central Falls Housing Authority, Central Falls, RI, have reviewed all information pertaining to the Section 8 HVC Standards, and**

**WHERAS, the Board of Commissioners hereby approves and agrees that the information submitted concerning the Section 8 HCV Standards are true and accurate, and**

**WHEREAS, upon a motion made by Vice Chairman Gladys Burns to adopt the Resolution approving the Section 8 HCV Standards. The motion was seconded by Commissioner Cornelius Flynn and passed by all present.**

**Executive Session**

**Motion by Commissioner Flynn to move to Executive Session at 1:45 pm to discuss potential litigation, seconded by Comissioner Bociek, so it was voted 3-0.**

### **Motion to Reconvene to Public Session**

**Motion made by Commissioner Flynn to reconvene to public session at 3:10 pm, seconded by Commissioner Bociek, and so it was voted 3-0.**

### **Motion to Seal Executive Session Minutes**

**Motion made by Commissioner Bociek to seal Executive Session minutes, seconded by Commissioner Flynn, and so it was voted 3-0.**

### **Reorganization**

**This process will be discussed with the fee accountant and brought to the board at a Special Meeting to be held shortly.**

### **Adjourn**

**Motion by Commissioner Flynn, seconded by Commissioner Bociek that the meeting be adjourned at 3:30 p.m, so it was voted 3-0.**