

**CENTRAL FALLS HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Minutes

March 3, 2010

Submitted by: Sue Levasseur

Call to Order

Chairperson, Mr. Cornelius Flynn called the meeting to order at 4:00 p.m.

Present:

Cornelius Flynn, Chairperson

Gladys Burns, Vice Chairperson

Alice Bociek, Commissioner

Julio Castillo, Commissioner

Raymond Marcaccio, Attorney

Tina Sullivan, Interim Executive Director

Susan Levasseur, Administrative Assistant

Excused

Milad Shabo, Commissioner

Approval of Minutes

Motion made by Commissioner Castillo to accept the January 20, 2010 meeting minutes, seconded by Vice- Chairperson Burns and so it was voted 4-0.

Public Comment

Jonathan Kelly informs the board that there have been a lot of changes made at the CFHA; however, as an employee he feels that these changes are for the better. There have been employees that have pitched in to help where necessary and he feels that moral is up as well. Mr. Kelly feels the agency is moving forward.

Amend Agenda

Motion to amend the agenda and move 3rd party contracts ahead is made by Commissioner Castillo, seconded by Vice Chairperson Burns, and so it was voted 4-0.

3rd Party Contracts

At this time, there are some questions regarding CFHA conflict of interest issues. Tina Sullivan has provided the board with information pertaining to these concerns which were drawn up from CFHA legal counsel. The item at hand is the vending machines that were place in both buildings. Jonathan Kelly, who is an employee of the CFHA, also owns these machines. However, after the review from our legal counsel because there is no money given directly to the tenants association there is no conflict of interest. Going forward the

CFHA should have a policy in place regarding 3rd party contracts.

Employment Positions

- **Bookkeeper - Motion to table this position at this time made by Commissioner Castillo, seconded by Commissioner Burns, and so it was voted 4-0.**
- **Executive Director – Motion to discuss in executive session made by Commissioner Castillo, seconded by Commissioner Burns, and so it was voted 4-0.**

Administrative Report

Tina Sullivan, Interim Executive Director, briefs the board on some of the items pertaining to the Authority at this time. Things here are moving forward, the staff is stepping up so that the agency can move forward. At this time the Chairperson is requesting to move the next scheduled meeting from Wednesday March 17, 2010 to Thursday March 18, 2010 at 6:00 pm.

Grant Writer – Some time ago we hired a grant writer, however, the person that we hired also works at CCRI and has informed us that taking this position with the CFHA would be a conflict of interest. We are in the process of receiving proposals so that we can go ahead

and hire a new grant writer. We have received three very good bids and are now in the process of reviewing them. We also have been receiving proposal for Audit Services, we will be reviewing these proposals we will have a recommendation on these two services at the next meeting.

Police Service Contract – The information requested from HUD has been sent to them at this time we are just waiting on their response.

Consent Agenda

Motion made by Commissioner Castillo, seconded by Vice-Chairperson Burns to accept the consent agenda, and so it was voted 4-0.

SEMAP

The Section 8 department has received a 100% on the SEMAP scores. Congratulations to the entire staff.

Executive Session

Motion by Commissioner Castillo to move to Executive Session at 4:50 pm to discuss potential litigation and personnel matters, seconded by Vice Chairperson Burns, and so it was voted 4-0.

Motion to Reconvene to Public Session

Motion made by Commissioner Castillo to reconvene to public session 5:05 pm, seconded by Vice-Chairperson Burns, and so it was

voted 4-0.

Motion to Seal Executive Session Minutes

Motion made by Commissioner Castillo to seal Executive Session minutes, seconded by Vice Chairperson Burns, and so it was voted 4-0.

Executive Director

Motion made by Commissioner Castillo to appoint Tina Sullivan as Executive Director with a starting salary of \$75,000.00, seconded by Vice Chairperson Burns, and so it was voted 4-0.

Motion for Effective Date

Motion made by Commissioner Bociek for the effective date of Hire of Ms. Sullivan will be January 20, 2010, seconded by Commissioner Castillo and so it was voted 4-0.

Old Business

None at this time.

New Business

None at this time

Adjourn

Motion by Commissioner Castillo, seconded by Commissioner Bociek that the meeting be adjourned at 5:20 p.m. and so it was voted 4-0.