

August 18, 2010

The Board of Commissioners held its regular meeting on Wednesday, August 18, 2010 in the Forand Manor Conference Room – at 5:00 PM for the following reasons:

1. Meeting Called to Order

2. Roll Call

3. Approval of Minutes of Previous Meeting of July 15, 2010

4. Public Comment/Resident Concerns

5. Executive Summary

6. Consent Agenda – Department Reports

• Financial Management

• Housing Management

• Leased Housing

• Facilities Management/Modernization

• Resident Services

7. Terms and Conditions of the Personnel Policy – The Board may vote to revise.

8. Budget – discussion and possible approval of FY2011 Budget

9. Conflicts of Interest Policy for Commissioners and Personnel

10. Executive Session: A portion of this meeting may be held in Executive Session pursuant to 42-46-5 (a)(1) and 42-46-5(a)(2) of the General Laws of the state of Rhode Island to discuss the following:

Approval of Past Executive Session Minutes

Personnel Concerns

11. Any new business to come before the Board

12. Adjournment

The meeting was called to order at 5:10pm by Chairman, Milad Shabo.

Upon a Roll Call, those “Present” and “Absent” were as follows:

Present

Absent

**Milad Shabo, Chairman
Commissioner**

Alice Bociek,

Gladys Burns, Vice Chairperson

Cornelius Flynn, Commissioner

Julio Castillo, Commissioner

Tina Sullivan, Executive Director of Central Falls Housing Authority

Bill Aunchman, Maintenance Supervisor

Raymond Marcaccio, Legal Council

Paula Llera-Delgado, Administrative Assistant

Pete DeRoy, Maintenance

Frank Stetkiewicz

Minutes to Prior Meeting of July 15, 2010

Chairman Shabo asked for comments or concerns pertaining to the previous meeting minutes. Being no questions Commissioner Flynn made a motion to accept the minutes as written. A second to the motion was made by Vice Chairperson Burns, and passed by all present.

Public Comment/Resident Concerns

Vice Chairperson Gladys Burns voiced her concerns about the current residents located on the 3rd floor at Forand Manor, pertaining to their trash and how residents are disposing of it. Vice Chairperson Burns stated that the trash is not being exposed properly, and it's creating a mess for the other residents, and the maintenance staff. Executive Director Sullivan commented that she is aware of this concern and is addressing and documenting with Public Housing.

Police Services/Security

Executive Director Sullivan stated that the contract is out to bid, and that she spoke to Colonel Moran, and would like to maintain the Police contract until the end of August 2010. Executive Director Sullivan explained there could be a lapse in security coverage while the bid is out, but will call the current security service to try to get coverage while the bidding process continues.

Executive Summary

Chairman Shabo asked for comments or concerns pertaining to the Executive Summary report provided to the Board and asked the Executive Director for her comments.

Executive Director Sullivan commented on the Ross Grant, there is still no status and expressed the need for that Grant in order to maintain the position of RSC. Executive Director also mentioned the Blue Cross Grant which isn't available yet but the housing will be applying.

Executive Director Sullivan mentioned that revenue is being generated by the newly added antenna's on the roof at Forand Manor and also for the remaining time that Manafort Brothers Inc. are utilizing the parking lot at the VFW Hall.

There being no questions Commissioner Flynn made a motion to accept the Executive Summary as written. A second to the motion was made by Commissioner Castillo and passed by all present.

Consent Agenda

Chairman Shabo asked for comments or concerns pertaining to the Consent Agenda provided to the Board in their packets.

Executive Director Sullivan brought to the attention of the Board a

current situation that could be a possible issue in the near future with a live-in aid at Wilfrid Manor. The situation has been addressed and documented properly. There being no questions Vice Chairperson Burns made a motion to accept the Executive Summary as written. A second to the motion was made by Commissioner Castillo and passed by all present.

Personnel Policy

Executive Director Sullivan provided the board with current copies of the CFHA personnel policy pertaining to working hours, and sick leave policies for review. Commissioner Castillo and Chairman Shabo would like to review the information provided and have the policy revisions on the next agenda for the September meeting. Executive Director Sullivan also provided comparison charts of other Housing Authorities in the State of RI, and there current personnel policies. Additional comparisons on how certain changes to the current policy will affect each individual employee depending on what's approved were also provided to all board members by Executive Director.

Budget FY2011

Executive Director Sullivan provided the board members with a copy of the current projected budget for 2011. Dan Robillard, the Accountant for CFHA explained the budget in detail. Mr. Robillard stated that the Authority is bringing in revenue and will continue to

generate revenue throughout the fiscal year 2011 based on his projection. Chairman Shabo had questions/concerns regarding the budget, and suggested to the board that a special meeting be held on 8 25/2010 at 5pm to discuss the projected budget for 2011 prior to approving. Commissioner Castillo seconded that decision and was passed by all present.

Conflicts of Interest (Commissioners & Personnel)

The Executive Director provided a Conflict of Interest policy to the Board members for their review. Attorney Ray Marcaccio explained the logistics of the law and how HUD looks at the policies.

There being no questions or concerns, a motion to adopt the Conflicts of Interest Policy was made by Commissioner Flynn, seconded by Vice Chairperson Burns and passed by all present.

Executive Session

The Board of Commissioners did not go into Executive Session at the August 18, 2010 meeting.

New Business

Former employee Frank Stetkiewicz came before the Board to explain

his concerns with a Rabbi Trust that he has with the Authority. He is unable to retrieve the funds without a substantial penalty and is trying to put it in an IRA. Ray Marcaccio explained his concerns and is trying to get clarification on this Trust. Mr. Stetkiewicz asked the Board if he could have permission to speak directly to the Attorney in order to clarify this situation. The Board collectively agreed to allow Frank to speak to Ray Marcaccio.

There being no further business to come before the board, a motion was made by Commissioner Castillo and seconded by Commissioner Flynn, to adjourn the meeting at 7:45 pm. The motion was carried by all.