

THE HOUSING AUTHORITY  
OF THE CITY OF  
WOONSOCKET, RHODE ISLAND

1. Call to order: 4:30 p.m. Regular Meeting September 25, 2014 at the Woonsocket Housing Authority, 679 Social Street, Woonsocket, RI 02895

Pledge of Allegiance

Roll Call:

David Lahousse, Chairman  
Bernadette Rochefort, Vice Chairwoman  
Sally Anthony  
Roger Bouchard  
Janet Lemieux

Duncan C. Speel, Deputy Director  
Attorney Joseph Rodio  
Charles Baldelli -Absent  
Theresa Corbeille -Absent

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The Chairman asked for a motion to take New Business Item A. Commendation of 3-1 maintenance man out of order. A motion was made by Vice Chairwoman Rochefort and seconded by Commissioner Anthony. Roll call was unanimous. Maintenance Foreman Mike Piedmonte introduced Bob Belisle whose quick thinking and professional response saved the life of a young child when he performed CPR on the morning of September 9, 2014.

The Chairman asked for a motion to take New Business Item B. Presentation by AEI Consultants on the 5 year GPNA and Energy Survey. A motion was made by Vice Chairwoman Rochefort and seconded by Commissioner Anthony. Roll call was unanimous.

Douglas Olson presented the results of his assessment of all WHA properties to the Board. He broke down the findings by “required over 20 years,” “required over first year,” and “required over five years.” It is apparent that the WHA does not receive anywhere enough funding to meet the physical needs of the properties. Following was some discussion amongst the Board. The Deputy Director suggested that the Commissioners sign off on the annual and five year plans with a qualifying statement.

2. Good and Welfare for the Audience - none
3. Good and Welfare for the Commissioners

Chairman Lahousse asked all to keep Commissioner Corbeille in their prayers.

4. The Chairman asked for a motion to accept the minutes for the regular meeting of August 21, 2014, as corrected. A motion was made by Vice Chairwoman Rochefort and seconded by Commissioner Bouchard.

There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Bouchard  
Commissioner Lemieux - Recused

5. Chairman Lahousse asked for a motion to accept the bills paid for the month of August 2014. A motion was made by Commissioner Anthony and seconded by Vice Chairwoman Rochefort.

There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Bouchard  
Commissioner Lemieux

6. The Chairman asked for a motion to accept and place on file for the purposes of discussion, the Communications and Interest of the Authority – A. RFP for a Management Needs Assessment. A motion was made by Vice Chairwoman Rochefort and seconded by Commissioner Anthony. Roll call was unanimous.

Deputy Speel explained the Management Needs Assessment would be a review of the offices of the Executive Director, the Deputy Director, the Finance Department, the Organizational Chart, etc. to assess the current status of things.

He suggested that the assessment might be performed by an Executive Director of the Pawtucket or Newport Housing Authority, or perhaps Stephen O'Rourke, former ED of the Providence Housing Authority. The Deputy put together a general spec that could be tweaked to include areas that the Board may be interested in reviewing for long-range planning. The Deputy said a new Executive Director would not be able to actually begin to act on anything for at least six to twelve months because he would not know the staff, the Board or the condition of the Authority. There was some discussion amongst the Board members. The consensus was that the timing was not right and the assessment should be performed by the new Executive Director, should he choose to do it.

The Deputy explained that there is a quality control file review being performed by the National Center for Housing Management (NCHM) starting October 14, 2014 which will review and assess policy compliance and conformity across different departments at the WHA. This review does not include a Management Needs Assessment.

There was some further discussion regarding the process for starting the Executive Director search. Attorney Rodio suggested inserting a clause in the advertisement that states that any interested candidate who contacts a Board member will be eliminated from consideration. The search planning will be a topic of discussion at the October meeting.

The Chairman asked for a motion to table this item. Commissioner Anthony seconded.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Bouchard  
Commissioner Lemieux

## 7. Report of the Secretary

Chairman Lahousse asked for a motion to accept and place on file, the report of the Deputy Director, for purposes of discussion. A motion was made by Vice Chairwoman Rochefort and seconded by Commissioner Anthony.

The Deputy asked the Procurement Officer to provide an update. Susan Castrataro began to give a synopsis of current bids but was asked to hold her report until new business was discussed. The Deputy thanked Housing Manager

MaryAnn Jolicoeur for all of her hard work organizing the rededication of the Jimmy Ray Center at Veteran’s Memorial. The Chair asked, and the Deputy responded with a summary of Jimmy Ray and his significance to the Woonsocket Housing Authority. The Deputy commented on the AEI presentation. He noted the Annual Plan and Five Year Plan which will be voted on at the next meeting. He noted that he and the Procurement Officer have been meeting to discuss what projects can be completed over the next five years with the available funds.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Bouchard  
Commissioner Lemieux

7B. Reports of Direct Staff, Legal and Financial

Chairman Lahousse asked for a motion to receive and place on file, the reports of Direct Staff, Legal and Financial. A motion was made by Commissioner Anthony and seconded by Vice Chairwoman Rochefort.

There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Bouchard  
Commissioner Lemieux

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8. Report of Committees – none

9. Unfinished Business – none

10. New Business

- A. Commendation of 3-1 maintenance man - (Taken out of order).
- B. Presentation by AEI Consultants on the 5 year GPNA and Energy Survey – (Taken out of order)
- C. Chairman Lahousse asked for a motion to award the contract Award of contract for Balcony repairs at Parkview to the low, responsive, responsible bidder in the best interest of the Housing Authority, The RD Preservation Co., Inc. for \$286,800. A motion was made by Commissioner Anthony and seconded by Vice Chairwoman Rochefort.

The Deputy commented that even though there was quite a discrepancy in the bids, the companies were vetted by the architect and there is no reason not to award to RD Preservation. Vice Chairwoman Rochefort noted that the work that this company performed at Kennedy Manor went well over schedule. The Deputy said there will be a Clerk of the Works for this project. There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

- Chairman Lahousse
- Vice Chairwoman Rochefort
- Commissioner Anthony
- Commissioner Bouchard
- Commissioner Lemieux

- D. Chairman Lahousse asked for a motion to award the contract Award of contract for award of contract for Attic Draft Stopping at Morin Heights to the low, responsive, responsible bidder in the best interest of the Housing Authority, Freeport General Contracting, Inc. for \$220,650. A motion was made by Commissioner Bouchard and seconded by Commissioner Anthony.

Commissioner Lemieux asked if it was for the entire complex. Yes. There was no discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

- Chairman Lahousse
- Vice Chairwoman Rochefort
- Commissioner Anthony
- Commissioner Bouchard
- Commissioner Lemieux

- E. The Chairman asked for a motion to approve Resolution #1134: Approval to rescind Resolution #1130 and follow IRS Publication 502 for medical deductions. A motion was made by Commissioner Bouchard and seconded by Commissioner Anthony.

Commissioner Lemieux asked for an explanation. The Deputy explained the medical deduction formula and the global waiver for services, the same formula for assisted living residents as for regular public housing residents. There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairman Lahousse  
Vice Chairwoman Rochefort  
Commissioner Anthony  
Commissioner Bouchard  
Commissioner Lemieux

- F. The Chairman asked for a motion to enter discussion regarding senior management staff under unfinished business. A motion was made by Commissioner Anthony and seconded by Vice Chairwoman Rochefort.

The Chairman explained that former Director Robert Kulik sent an e-mail to the Chairman indicating that he feels that his payout is short one week (5 day’s pay). The Chairman met with Attorney Rodio to review the agreement and there is nothing there to indicate that Mr. Kulik is owed any additional monies. There was some discussion amongst the Commissioners. The consensus was that there was no need to take any action. There was no further discussion.

## 11. Adjournment

Chairman Lahousse asked for a motion to adjourn. A motion was made by Vice Chairwoman Rochefort and seconded by Commissioner Bouchard at 6:12 p.m.

Roll call vote was unanimous.

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Duncan C. Speel  
Deputy Director