

THE HOUSING AUTHORITY  
OF THE CITY OF  
WOONSOCKET, RHODE ISLAND

1. Call to order: 4:30 p.m. Regular Meeting of November 19, 2015 at the Woonsocket Housing Authority, 679 Social Street, Woonsocket, RI 02895

Pledge of Allegiance

Chairman Lahousse asked for a moment of silence to remember our good friend, Joe Rodio, Sr.

Roll Call:

David Lahousse, Chairman  
Bernadette Rochefort, Vice Chairwoman  
Sally Anthony  
Charles Baldelli  
Roger Bouchard  
Pauline Clancy  
Marc Dubois

Christine O'Connor, Acting Executive Director  
Robert Moreau, Director of Security and Facilities  
Attorney Joseph J. Rodio, Jr.

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2. Good and Welfare for the Audience – none
3. Chairman Lahousse asked for a motion to take new business Item A. Out of Order. On a motion by Commissioner Baldelli and seconded by Commissioner Anthony, the Board unanimously voted (7-0) to accept.
4. Chairman Lahousse asked for a motion to approve New Business Item A. Presentation by Management Information Specialist Bruce Paris regarding a) Wireless Network Upgrades, b) Purchasing new PCs and c) Enhancements to WHA website. On a motion by Commissioner Baldelli and seconded by Commissioner Anthony, the Board unanimously voted (7-0) to accept.

Management Information Specialist Bruce Paris presented on the overdue need for technology upgrades, enhancements and products, much of which are over 10 years old. The Chair commented that these upgrades would be money well spent.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

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5. Good and Welfare for the Commissioners - none
6. The Chairman asked for a motion to accept the minutes for the meeting of August 20, 2015, as amended and the minutes of the Executive Session of August 20, 2015. A motion was made by Commissioner Dubois and seconded by Commissioner Baldelli. The Board unanimously voted (7-0) to accept.
7. The Chairman asked for a motion to accept the minutes for the public meeting of October 8, 2015, the minutes of the regular meeting of October 8, 2015, and the minutes of the Executive Session of October 8, 2015. A motion was made by Commissioner Dubois and seconded by Vice Chairwoman Rochefort. The Board unanimously voted (7-0) to accept.
8. On motion by Commissioner Baldelli and seconded by Commissioner Anthony, the Board unanimously voted (7-0) to accept bills paid for the month of October 2015.
9. On motion by Commissioner Dubois and seconded by Commissioner Anthony, the Board unanimously voted (7-0) to accept the Communications and Interest of the Authority, A – C.
10. The Chairman asked for a motion to approve and place on file for the purposes of discussion, the report of the Secretary. On a motion by Commissioner Baldelli and seconded by Vice Chairwoman Rochefort, the Board unanimously voted (7-0) to accept.

Acting Director O’Connor submitted her report as written highlighting an update on RAD, noting that due to time and staffing constraints, and a lack of a long-term strategic plan for the Housing Authority, the consensus is to withdraw from the RAD at this time and reapply as soon as we have a better plan for going forward. The fact that the WHA is without a Finance Director at this time is also a big part of the reason that the WHA needs to withdraw at this time. Regarding

the Finance Director vacancy, the Acting Director briefed the Board on the poor response to the first round of advertising for this position which caused her to re-advertise in an attempt to draw some better candidates. She hopes to move forward with interviews early in 2016. Acting Director O'Connor briefed the Board on the solid financial condition of the Authority as reported by fee accountants Fenton & Ewald the night prior. She commented on a surplus of funds and a list of needs that should be addressed, several of which are on the agenda for Board approval tonight. Commissioner Anthony suggested that the WHA purchase a few laptops to have on hand in case of emergency or someone's need to work remotely. Commissioner Dubois asked what happens to the old computer equipment that gets replaced. Some will be distributed to each of the high-rise offices, which starting in January will have management personnel on site one day per week, each week. The surplus equipment will be donated. The Acting Director noted that the Authority has formally responded to HUD in writing regarding Albert Brien's complaint. Attorney Rodio Jr. spoke briefly about the response defending the WHA. The Acting Director noted that the RFP process is underway to secure legal services for labor relations. That bid may not move quickly enough for approval at the December meeting. Acting Director O'Connor thanked the Board for the opportunity to participate in the recent 30- hour webinar training.

11. The Chairman asked for a motion to approve and place on file for the purposes of discussion, the reports of the Direct Staff, legal and financial. On a motion by Vice Chairwoman Rochefort and seconded by Commissioner Baldelli, the Board unanimously voted (7-0) to accept.

Director Moreau submitted his report commenting on the fact that much of the work currently needing to be done exists because of requests denied by previous leadership at the WHA. The Director is hopeful that adding long-overdue equipment for snow removal processes will make this winter less burdensome to the maintenance force than in years past. Two big projects, Kennedy Manor hot water and Parkview Manor balcony project are almost done. The WHA will be awarded \$29,048 through a FEMA grant which covered the two-day January 2015 snowstorm. Kudos to Director Moreau for his perseverance in gathering the information and completing that grant. Director Moreau briefed the Board on an accident involving the mobile van and the outcome for the WHA which will be to repair and keep the vehicle. A near-by body shop was finally located that will be able to repair the van. There was some brief discussion about selling the Ford 500 which is currently not being used. Director Moreau commented on the fine condition of so many of the community room chairs at Kennedy Manor that were recently replaced, that 142 perfectly good chairs were disbursed amongst the community halls at both family developments, and the remainder will be donated. Commissioner Bouchard commented on his pleasure with the way in which the current leadership of the Authority is serving as the gatekeepers.

12. Report of Committees – none

13. Unfinished Business - none

14. New Business

- A. Presentation by Management Information Specialist Bruce Paris regarding a) Wireless Network Upgrades, b) Purchasing new PCs and c) Enhancements to WHA website. Taken Out of Order.
- B. Chairman Lahousse asked for a motion to approve IT proposals for wireless network upgrades at a cost of \$23,379. A motion was made by Commissioner Baldelli and seconded by Commissioner Anthony.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- C. Chairman Lahousse asked for a motion to approve IT proposal for 18 new PCs and 9 new monitors, subject to conformance with procurement procedures. A motion was made by Commissioner Baldelli and seconded by Commissioner Clancy.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- D. Chairman Lahousse asked for a motion to approve enhancements to WHA website. A motion was made by Commissioner Baldelli 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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- E. Chairman Lahousse asked for a motion to approve the purchase four (4) Ariens Pro 28” Model No. 926038 snow blowers and tire chains. A motion was made by Commissioner Baldelli and seconded by Commissioner Anthony.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- F. Chairman Lahousse asked for a motion to approve Resolution # 1146: Approval of 2016 Section 8 Utility Allowances. A motion was made by Commissioner Baldelli and seconded by Commissioner Anthony.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- G. Chairman Lahousse asked for a motion to approve Resolution #1147 :  
Amendment of Resolution #1141-To increase purchase amount that requires Board approval. Commissioner Bouchard made a motion to amend the motion to increase the purchase amount that requires Board approval to \$10,000 but to still have any purchases over \$5,000 reported to the Board. The motion was seconded by Commissioner Anthony.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- H. Chairman Lahousse asked for a motion to approve the WHA’s withdrawal from RAD, make a strategic plan, and reapply as soon as possible. A motion was made by Commissioner Baldelli 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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- I. Chairman Lahousse asked for a motion to approve the Board of Commissioners’ 2016 Monthly Meeting Schedule. A motion was made by Commissioner Dubois and seconded by Commissioner Baldelli.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- J. Chairman Lahousse asked for a motion to approve donating 70 chairs from Kennedy Manor to the ParX Club in Woonsocket. A motion was made by Commissioner Baldelli and seconded by Commissioner Anthony.

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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

- K. Chairman Lahousse asked for a motion for Executive Session to be convened pursuant to R.I. Gen. Laws §42-46-5(a)(1) for discussion of personnel matters. A motion was made by Commissioner Baldelli 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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

L. Chairman Lahousse asked for a motion to return to open session and seal the minutes in accordance with R.I. Gen. Laws §§ 42-46-4 and 42-46-5. A motion was made by Commissioner Anthony 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 Baldelli  
Commissioner Bouchard  
Commissioner Clancy  
Commissioner Dubois

#### 15. Adjournment

Chairman Lahousse asked for a motion to adjourn. A motion was made by Commissioner Dubois and seconded by Vice Chairwoman Rochefort at 5:55 p.m.

Roll call vote was unanimous.

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Bernadette Rochefort  
Vice Chairwoman