

COVENTRY HOUSING AUTHORITY

MINUTES

April 18, 2012

The Town of Coventry Housing Authority met in regular session on Wednesday, April, 18, 2012 at the North Road Terrace Community Hall on Mulhearn Drive, Coventry, RI. The meeting was called to order by the Chairman, Robert DiPadua at 4:30 p.m. and the following commissioners were present: Paul Pasch, Rosalie Jalbert, and Rebecca Parenteau. Julie Leddy, Executive Director, were also present.

Prior to the commencement of agenda items, Chairman DiPadua thanked Vice Chair Paul Pasch for filling in during his absence and Chairman DiPadua is glad of his return.

MINUTES:

Motion was made by Commissioner Pasch and seconded by Commissioner Jalbert to approve the minutes of the March 21, 2012 meeting as presented. Motion carried with all in favor.

TREASURER'S REPORT:

After review of new format of the cash analysis report and of expenditures, motion was made by Commissioner Pasch and seconded by Commissioner Jalbert to approve the Treasurer's Report as presented. Motion carried with all in favor.

EXECUTIVE DIRECTOR'S REPORT:

1. Fire Alarm Equipment – KOV. Project closed; all funds have been received from the insurance claim.

2. We are currently receiving bids for new flooring and painting at Buildings 2, 3, 5, & 6 at North Road Terrace (same work we did at JOH). We have approximately \$50k remaining in the 2010 Capital Fund which must be obligated by July 1st. The long-term plan is to have all buildings complete by year end 2013. We are also looking to add black shutters to each of the residential buildings to continue in our property beautification program.

3. Bids are also being received for the removal of ten trees removed on the east side of Contentment Drive. These old oaks are weary and create much more havoc/harm to the property than they do beauty.

4. The advocacy visit in DC was uneventful to say the least. Our team made their presentation to Congressman Langevin and Senator Reed. While we pitched the reductions in capital funds and admin fees, we

also pitched how housing authorities could be a catalyst for new jobs if capital funds were restored to previous years. Capital Funds allow agencies to provide modernization work for ADA accessibilities, energy savings, and preservation of current assets. In order to do so, we need to hire A/E for specifications and then contractors to perform the work. The 25% cuts housing authorities have been receiving in addition to cuts in operating subsidies have forced agencies to guard funds for emergency/catastrophic times. We, of course, thanked them for their time and left them with statistics on who we serve mutually in the State of Rhode Island. These publications will be available for you in the next few weeks.

5. We now have three buildings (20 units) under lease at Coventry Meadows and have begun securing deposits for the Golden Ridge units. We are still shooting for a 5/1 open at Golden Ridge.

6. Our FSS department is currently conducting a Professional Clothing Drive (please see the attached flyer). We have received four bundles of goods to date.

7. The NERC/NAHRO Annual Scholarship has expanded its base to include employees, Board members, and their immediate families living in their household. Please see the attached eligibility requirements.

8. Our Older Americans Celebration will be held at the Knotty Oak

Community Hall on Tuesday, May 15th beginning at 10:30 am. Please be sure to mark your calendars if you have availability. We have 16 residents age 90+ who will be our “special guests” at the event!

MAINTENANCE REPORT:

No report

HOUSING REPORT:

Leasing for Public Housing is at 99% to date; rental income is 100% of budgeted; and Coventry Housing has received notification that it will receive 100% of eligible operating subsidy for 2012. Leasing remains at 99% in the Housing Choice Voucher program will available cash reserves for HAP overages; admin fees are being distributed at 80% to date. Coventry Crossroads had four vacancies during the month; three of which will be under lease by month end. Coventry Meadows has twenty units to date under lease and Golden Ridge will begin occupancy in May.

RESIDENT SERVICE COORDINATOR: No discussion.

FAMILY SELF-SUFFICIENCY:

Two FSS participants graduated from the Certified Nursing Assistant Program and will begin employment thereafter. FSS grant to be submitted during the month of April.

CORRESPONDENCE: None.

NEW BUSINESS:

Resolution 2012-04 was presented to the Board to assign the Fannie Mae Modernization Loan to Dreadnought; all terms of loan agreement and promissory note remain the same; Fannie Mae has been ordered to sell this portion of their portfolio. Commissioner Pasch moved Resolution 2012-04 approving the execution and delivery of all loan and related documents in connection with Fannie Mae's assignment of the note and loan; and related matter. Motion was seconded by Commissioner Jalbert. All commissioners were polled and all voted aye.

OPEN DISCUSSION: none

EXECUTIVE SESSION:

Motion was made by Commissioner Parenteau to enter into Executive Session in accordance with RIGL 42-46-5, Personnel. The

Director stated that person(s) to be discussed were notified in accordance with the Open Meeting laws. Motion was seconded by Commissioner Jalbert. All commissioners were polled and all voted aye. Motion was made by Commissioner Pasch to return to regular session; motion was seconded by Commissioner Jalbert. All commissioners were polled and all voted aye. No votes were taken during session.

There being no further business to discuss, a motion to adjourn the meeting at 5:20 p.m. was made by Commissioner Pasch and seconded by Commissioner Jalbert. Motion carried with all in favor.

**Julie A. Leddy
Secretary**