

# **COVENTRY HOUSING AUTHORITY**

## **MINUTES**

**FEBRUARY 20, 2013**

**The Chairman, Paul Pasch, called the meeting to order at 4:30 and the following commissioners were present: Rosalie Jalbert, Robert DiPadua, and Maurice DeGraide. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.**

### **MINUTES:**

**Motion was made by Commissioner DiPadua and seconded by Commissioner Jalbert to approve the minutes of the January 23, 2013 meeting as presented. Motion carried with all in favor.**

### **TREASURER'S REPORT:**

**After review of expenditures, motion was made by Commissioner DeGraide and seconded by Commissioner DiPadua to approve the Treasurer's Report as submitted. Motion carried with all in favor.**

### **EXECUTIVE DIRECTOR'S REPORT:**

**Julie reported that the Housing Authority did not experience any power outages at any of the facilities due to winter storm Nemo. Some clean up needs to be done.**

**The Housing Authority is still awaiting reimbursement for content damages for the flood of June 2012 and for the transformer replacements as well. Julie has received written conclusion for all of the mitigation work regarding the flood.**

**RISE Engineering has completed the air sealing work at the two residential buildings of John O. Haynes. They have also insulated all the pipe work of the two heating systems. They will be replacing all exterior lighting on Tuesday.**

**Auditors and fee accountants are performing all year-end financial processes to meet submission deadlines of February 28th.**

**The purge of the HCV waiting list is complete, leaving approximately sixty people on the wait list. All HCV applications are being updated and Julie is waiting to see if the list will be open in March 2013.**

**Julie is spearheading work with all RI 12/31 year end housing authorities to produce a joint RFP to perform the Green Physical Needs Assessments and Energy Audits – a new mandate from HUD. This effort is being done to attempt to receive better pricing by combining the units in the RFP.**

**PHARI is scheduling a strategic planning session for their February meeting to revisit, modify and update the Plan of the Public Housing Association of Rhode Island. Julie would like to see more of**

a consortium of services.

The new telephone system is in place at the Authority and all management locations. After adjusting to the new system, each off site can now be directly accessed through extension.

Included in today's packet is the current budget for the 50th anniversary celebration of the Coventry Housing Authority. It will be held on April 26th and will be paid for by Management Fee income. Discussion was held regarding whether to invite political representatives to the event.

Julie explained she is awaiting the March 1st date for sequestration action by Congress if agreements cannot be made on spending levels. Rumor has it that sequestration will put forth a 5% reduction in funding. Additionally the current continuing resolution in effect expires on March 27th and if a FY2013 appropriations bill is not passed the current resolution must be extended for the remaining six months of the year. Julie has contacted each of the Congressional legislators urging them to come to an agreement and she received word back from Congressman Langevin's office to set up a phone time to speak about Coventry's issues.

#### **MAINTENANCE REPORT:**

There were no overtime calls for routine maintenance. The

**maintenance crew did an excellent job with the snow removal after the storm.**

#### **HOUSING REPORT:**

**Public Housing is leased up at 99%. In the HCV program only 268 vouchers out of 278 were issues because of future uncertainty. In the Management Properties, 110 out of 113 units are leased.**

#### **RESIDENT SERVICE COORDINATOR:**

**The Fiddle Fit program has continued to draw residents from both main sites as well as the local neighborhood and the knitting group still appeals to several residents at North Road Terrace.**

#### **FAMILY SELF-SUFFICIENCY:**

**Harrison Grigsby from the Educational Opportunity Center met with FSS clients for the January FSS workshop. He made an overview presentation and then met with nine clients to complete their paperwork for CCRI Fall 2013 placement and financial aid information.**

#### **CORRESPONDENCE:**

**- HUD FSS funding award letter**

**UNFINISHED BUSINESS:**

**A) Legal Services Contract: Two responses were received, however one of them responded that they did not have the time. This item was tabled at last month's meeting. Motion was made by Commissioner DiPadua and seconded by Commissioner Jalbert to take this off the table for discussion. All board members were polled and all were in favor. Motion was then made by Commissioner DiPadua and seconded by Commissioner DeGraide to award the bid the Arthur Capaldi. Motion carried with all in favor.**

**NEW BUSINESS:**

**A) Resolution 2013-01; SEMAP Certification: The following resolution was introduced by Chairman Pasch; read in full and considered:**

**Resolved to accept as presented the FYE 2012 SEMAP Certification for the Housing Choice Voucher program administered by the Coventry Housing Authority. Commissioner DiPadua moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Jalbert. Upon roll call the "Ayes" and "Nays" were as follows: Commissioner Jalbert – aye, Commissioner DeGraide – aye, Commissioner DiPadua – aye and**

**Chairman Pasch – aye.**

**B) RSC Conference; May 1st – 3rd: Julie is requesting approval to send the Authority’s Resident Service Coordinator to this conference, which is being held in Brewster, MA. Motion was made by Commissioner DiPadua and seconded by Commissioner Jalbert to approve attendance by the RSS. Motion carried with all in favor.**

**C) Smoke-Free Housing Policy: Julie submitted to the board a written Smoke-Free Housing Policy, proposed implementation dates and a sample letter and survey to send to residents. After discussion among the board, motion was made by Commissioner DiPadua and seconded by Commissioner Jalbert to authorize Julie to go forward with the survey to the tenants. Motion carried with all in favor. Julie will send surveys to residents, after which she will attend the next tenant meeting to answer questions they may have.**

**D) Motion was made by Commissioner Jalbert and seconded by Commissioner DiPadua to approve that the contract for legal counsel passed under Unfinished Business be for a three-year period. Motion carried with all in favor.**

**OPEN DISCUSSION:**

**Commissioner DiPadua requested that the new garage be named for Commissioner Maurice DeGraide. Chairman Pasch stated that he had discussed this with Julie and he believes this would be fitting as Commissioner DeGraide was instrumental in all phases of the building of the garage. Commissioner DiPadua requested that this be put on the agenda under New Business for next month.**

**Commissioner DeGraide requested that the bus stop building be painted.**

**There being no further business to discuss, motion was made by Commissioner DiPadua and seconded by Commissioner DeGraide to adjourn. Motion carried with all in favor.**

**GAIL T. WOODWARD**  
**RECORDING SECRETARY**