

TOWN OF COVENTRY HOUSING AUTHORITY

MINUTES

JUNE 17, 2015

1. Roll Call

The regular monthly meeting was held on June 17, 2015 in the Knotty Oak Village Community Hall. The meeting was called to order at 4:30 p.m. by the Chairman, Robert DiPadua, and the following commissioners were present: Scott Duckworth, David Jervis, Rosalie Jalbert and Rebecca Parenteau. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.

2. Approval of Minutes

Motion was made by Commissioner Jalbert and seconded by Commissioner Jervis to approve the minutes as presented. Motion carried with all in favor.

3. Approval of Treasurer's Report

Motion was made by Commissioner Jervis and seconded by Commissioner Duckworth to approve the Treasurer's Report. Motion carried with all in favor.

Year to Date Financials through April, 2015

Public Housing reserves are slowly coming back following the extraordinary snow removal cost from the first quarter. The Authority should receive approximately \$20,000 in FEMA reimbursement toward these costs. Julie is seeking HUD approval to reallocate the 35,000 line item for office renovation to snow removal costs. Receipts are 15% above budget and routine expenses are approximately 10% over budget, mostly due to seasonal heating costs, which should balance out.

In the Section 8 program, vouchers remain at 100% lease up. The Authority has been notified by HUD that the proration will increase to 79% effective 1/1/2015. Coventry should gain approximately \$10,000 for the first half of 2015. Coventry received a \$64,000 allocation to the HUD held HAP reserve to support costs for increased lease ups during the fourth quarter of 2014.

In the Management program, the Authority continues to increase this unrestricted reserve due to the full leasing percentages in the management portfolio.

4. Director's Report

Projects/Pending

Main office sign: proof received and approved; work is in process. Landscaping will follow upon completion.

Replacement of common area flooring and painting Buildings 1, 4, 7, 8 NRT: the ad will be in the paper tomorrow, a pre-bid meeting will be held next Thursday, and the bids are due back by July 8th, and hopefully the bid can be awarded at the July meeting.

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Blizzard Juno: the application has been completed and a site visit during the week of 6/8 completed the application.

The contractor who performed the sewer connection at NRT has not been back on site to loam/seed; Julie is working with the Town Engineer to coordinate this.

Resolution of Human Right complaint (correspondence under Old Business).

One maintenance staff person remains out on worker's comp.

Vacancies (as of 5/31)

a. Public Housing 0

b. Management Portfolio 0

General

The implementation of a State-wide waiting list for the HCV program is seriously progressing. A survey to participate was sent to all RI Authorities and a meeting will be held on June 16th. Hud has no problem with a state wide waiting list, however the admin plan has to be followed, which may require changes to the admin plan.

Kelley Rogers, from the State Treasurer's office, was in attendance at the last Director's meeting to discuss the RI Infrastructure Bank proposal, Article 24 of the Governor's budget. This proposal looks to lower energy costs of commercial and public buildings in the State. This will replace the Clean Water Act.

The Authority has met the final approval to become a USDA Summer Food provider site at the Crossroads and Coventry Meadows. Breakfast and lunch will be served on Tuesdays, Wednesdays and Thursdays. The site will be open to anyone who is eligible.

We have undergone the three annual audits for management of Crossroads and Coventry Meadows from the two investors and Rhode Island Housing.

Julie and Commissioner Jalbert will be attending the NERC Summer Conference from 6/21 - 6/24. Conference agenda is included in today's packet.

The NERC/NAHRO Scholarship Committee, which Julie is a member

of, has chosen the 2015 recipient of the Allan R. Andrews Scholarship.

A. Maintenance Report - all damage from ice dams has been repaired and quotes have been received for crack filling, seal coating and restriping.

B. Public Housing Report - 100% leased. Subsidy is ahead of what was anticipated.

C. HCV Leasing Report - does not reflect the increase in proration, nor does it reflect the set aside funds.

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D. Management Portfolio Report - 100% leased up.

E. Resident Service Coordinator Report

A connection was made with the Cosmetology Career students of Coventry Career and Tech. Residents at North Road Terrace were provided with free nail care.

F. Family Self-Sufficiency

The first CHA Safety Day was held on May 2, 2015. Lt. Shields and Officer Pendola visited the Crossroads and Meadows properties for an afternoon of bike safety, car seat checks, stranger danger and ice cream sundaes. This was funded in part through the Coventry Substance Abuse Task Force and, through a grant received from this task force, each child who attended was able to receive a new helmet.

5. Correspondence

- A. HUD - Safety/Security Grant: CHA was not selected for funding**
- B. Note from Maria thanking the board for her 15 year service recognition**

6. Unfinished Business

- A. RICHR #H15HMD690-14/14: Julie reported that another request was received on this case. Attorney Capaldi just responded. Request for items #2, 3 and 4 were not complied with as they were not relevant to the decision on this charge.**

7. New Business

- A. August Meeting - Date Change: Julie is requesting that the August board meeting date be changed from Wednesday, August 19th to Wednesday, August 12th as she will be on vacation. Motion was made by Commissioner Parenteau and seconded by**

Commissioner Duckworth to change the August board meeting from the 19th to the 12th. Commissioner Duckworth has a prior commitment on the 12th. Motion carried with all in favor.

B. HAP Recipients - Motion was made by Commissioner Jalbert and seconded by Commissioner Jervis to provide a quarterly list of HAP recipients starting in July. After discussion, motion was amended to have the list provided monthly. Motion carried with all in favor.

8. Open Discussion

Commissioner Parenteau stated that she became a homeowner in 2003. She thanked the board for the picture she received from the Housing Authority and stated that it had given her a new sense of pride and accomplishment in being a homeowner.

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9. Adjournment

There being no further business to discuss, motion was made by

Commissioner Jalbert and seconded by Commissioner Parenteau to adjourn. Motion carried with all in favor.

Gail T. Woodward

Recording Secretary

7/5/2015