

Block Island Housing Board
Town Hall, Old Town Road
July 12, 2011
7:30 p.m.

Present: Cindy Pappas, Patty Murphy, John Spier, Debbie Howarth, Dan Barker and Fraser Lang who arrived late.

Also present were Judy Tierney from the Block Island Times, Joan Baker and Bonny Ryan, Clerk to take the minutes.

Not Present: Gerry Riker

Meeting was called to order at 7:30 p.m.

1. Materials bids

After discussion about the bids a motion was made by Cindy Pappas and seconded by Dan Barker to choose to purchase materials from Arnold Lumber contingent upon backing out the sales tax and adding the missing interior doors and hardware.

Ayes 6 (Pappas, Murphy, Spier, Howarth, Barker and Lang) Nays 0 Recusal 1 (Spier) Absent 1 (Riker)

2. Septic and well bids

John Spier will research the well and prepare an RFP for it.

Septic system bids can wait awhile and should be a straight bid process.

3. Construction Aspects

The contract with Coastal Quality Construction was discussed. John Spier recused himself from this discussion. Cindy Pappas will rework the contract to add the bid specs, reduce the amount down by the allowances, add wording to reflect two houses; to change the payment schedule to reflect task completion and to have the decks constructed as soon as possible.

A motion was made by Patty Murphy and seconded by Debbie Howarth to authorize Cindy Pappas to execute the contract with Coastal Quality Construction Company contingent upon agreed upon amendments.

Ayes 5 (Pappas, Howarth, Murphy, Barker, Lang) Nays 0 Recusal 1 (Spier) Absent 1 (Riker)

4. Selection and eligibility process

Minutes from the Selection subcommittee meeting of July 5, 2011 though not required were accepted by the clerk.

Timeline was discussed. It was confirmed as follows:

Next meeting August 2, 2011, Tuesday, 7:30 p.m.

Informational meeting for public: August 9, 2011 7:30 p.m.

Ads at least one week prior.

Deadline for applications: August 23, 2011

Deadline for mortgage approval October 4, 2011

Date of lottery drawing: October 7, 2011 (Time TBA)

Documents to be prepared for the informational meeting are:

Introductory letter explaining the process (Patty Murphy is working on this)

Site Plan

Floor Plan

Drawing of house

Financial information: Debbie Howarth will provide cost information to determine the ranges for mortgage eligibility, (F. Lang will talk to Cindy Valenti Smith about this), a list of lenders, a timeline with deadlines.

RI Housing Pre-Mortgage qualification application.

The application as reviewed originally by Bill Landry was discussed and amended. Fraser Lang and Dan Barker will make changes.

A motion was made by Dan Barker and seconded by John Spier to approve the amended application.

Ayes 6 (Pappas, Howarth, Barker, Murphy, Lang, Spier) Nays 0 Absent 1 (Riker)

With no further business to discuss at 10:05, a motion was made by Patty Murphy and seconded by Dan Barker to adjourn and voted unanimously.

Minutes approved: 8/2/2011

Bonny Ryan