

Town of Westerly Housing Authority

5 CHESTNUT STREET, WESTERLY, RHODE ISLAND, 02891

TELEPHONE (401)596-4918 / FAX (401)348-0714

**REGULAR MEETING
COMMISSIONERS**

BOARD OF

TUESDAY DECEMBER 11, 2012

6:00PM Chestnut

Court

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

The regular meeting of the Board of Commissioners was called to order by Vice Chairman Gary Murano. Present for roll call were Gary Murano, Lauren Mattarese, and Katherine Vacca. Adriane Pelcat and Brian Lumnah were excused. Also present were the interim Executive Director William Quirk and Attorney George Comolli. The Vice Chairman called the meeting to order at 6:00pm, The Vice Chairman declared a quorum present.

MINUTES:

The minutes of the November 13, 2012 meeting were unavailable. The Vice Chairman made a motion to hold the acceptance of the minutes until they are available. Seconded by Commissioner Matarese. Motion passed.

TREASURER'S REPORT:

There were no questions on the treasurer's report as presented by the Executive Director. Commissioner Matarese made a motion to accept the treasurer's report. Seconded by Commissioner Vacca. The motion passed.

SECRETARY/EXECUTIVE DIRECTOR'S REPORT

The Executive Director discussed with the Board the schedule for the completion of the Capital Fund Projects to be completed by Hamilton Bros.

Family Sites:

1 – Replacement windows – There are three homes left to be done.

They will be

completed by the end of 2012.

2 – Handicapped ramps will be stained as soon as the wood dries.

3 – Chestnut Court Community Room – Ceiling will done by the end of 2012.

4 – Park View Community Room – Ceiling will be done in January 2013.

Power Door opener:

After much discussion the Board directed the Executive Director to go out to bid.

Flooring for Family Site:

21A Sunrise Ave. After much discussion the Board directed the Executive Director to go

out to bid.

Chestnut Court:

Stairwells and hall. After much discussion the Board directed the Executive Director to go out to bid.

The Executive Director will check on the status of the contracts with P I Company and Gilson Software and advise.

The Executive Director was given permission to continue the tradition of taking the staff out for a Christmas Lunch.

BILLS AND COMMUNICATION:

A report indicating all bills were paid was presented.

COMMITTEE REPORTS:

With the interviews for a new Executive Director still on going the Search Report was tabled until interviews are finished. A motion was made by commissioner Matarese to table the report. Seconded by Commissioner Vacca. Motion passed.

UNFINISHED BUSINESS:

The Attorney, George Comolli, has sent the Union Contract to the Union for signatures.

CHECK REGISTER REPORT:

Commissioner Matarese question the line item “working dues” for Local Union 1217 as it appeared in the journal. The Attorney will research and advise.

Vice Chairman Murano made a motion to have a special meeting at Chestnut Cove at 6:00pm on December 20, 2012. Seconded by Commissioner Matarese. Motion passed

Vice Chairman Murano made a motion to meet at Park View at 6:00pm on January 8, 2013 for the regular meeting. Seconded by Commissioner Matarese. Motion passed.

Vice Chairman Murano made a motion to adjourn meetin at 6:45pm. Seconded by Commissioner Matarese. Motion passed.

Respectfully Submitted,

**J. William Quirk
Secretary**