

**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 JANUARY 8, 2013**

**6:00PM PARK VIEW**

**CALLED TO ORDER/PLEDGE OF ALLEGIANCE**

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

**MINUTES**

Commissioner Matarese made a motion to accept the minutes of the December 11, 2013 meeting. Seconded by Commissioner Murano. The motion passed

**TREASURER'S REPORT**

**There were no questions on the treasurer's report as presented by the Executive Director.**

**Commissioner Murano made a motion to accept the treasurer's report. Seconded by Commissioner Matarese. The motion passed.**

## **SECRETARY/EXECUTIVE DIRECTOR'S REPORT**

**The Executive Director discussed with the Board a new schedule for the completion of the Capital Fund Projects:**

**1 - Replacement windows on the remaining 3 family sites. Weather permitting they will**

**be completed the week of January 21, 2013**

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

**3 – Chestnut Court Community Room – Ceiling will be done the week of January 14,**

**2013.**

**4 – Park View Community Room – Ceiling will be done the week of January 28, 2013.**

**Power Door Opener and Stairwells and Halls at Chestnut Court will go out to bid the week of January 14, 2013.**

## **BILLS AND COMMUNICATION**

**A report indicating all bills were paid was presented.**

## **REPORT OF COMMITTEES**

**No Report**

## **UNFINISHED BUSINESS**

**The Attorney, George Comolli, told the Board the Union Contract should be completed and he expected to have a copy by the end of business the next day.**

**The board advised the Executive Director to contact the local banks and get information pertaining to their business accounts. The Housing Authority is exploring the possibility of putting all accounts in one bank.**

**The Board awarded the contract for the flooring at the family site at 21A Sunrise St. Westerly, RI to the lowest bidder – Interior Designs.**

## **CHECK REGISTER REPORT**

**There were no questions on the check register report as presented by the Executive Director. Commissioner Matarese made a motion to**

**accept the Check Register Report. Seconded by Commissioner Vacca. The motion passed.**

## **EXECUTIVE SESSION**

**Commissioner Murano made a motion to go into Executive Session for the purpose of discussing Personnel matters. Seconded by Commissioner Mattarese Motion passed at**

**6:40. At 6:55 Commissioner Matarese made a motion to come out of Executive session. Seconded by Commissioner Murano. Motion Passed.**

## **NEW BUSINESS**

**The Board asked Attorney Comolli to investigate the possibility of doing an audit for the past 4 years.**

**The Board asked the Executive Director to prepare to open the Family Site waiting list.**

**The Executive Director advised the Board of the dates for the Legislative Conference in Washington, DC . March 17 -20, 2013. The Executive Director advised the Board of the shortage of available rooms at the Renaissance Hotel and to let him know as soon as possible if they are interested in attending.**

**The Board discussed revising the travel policy to include prepayment of travel expenses and eliminate the need for receipts. Commissioner**

**Matarese made a motion to accept the new travel policy. Seconded by Commissioner Murano. Motion passed subject to Attorney Comolli making sure HUD rules and regulations are followed.**

**Chairman Lumnah made a motion to meet at Chestnut Cove at 6:00 on February 12, 2013 for the regular meeting. Seconded by Commissioner Murano.**

**Chairman Lumnah made a motion to adjourn the meeting a 7:15PM. Seconded by Commissioner Matarese. The Motion Passed.**

**Respectfully Submitted,**

\_\_\_\_\_ **Date** \_\_\_\_\_

\_\_\_\_\_  
**J. William Quirk**  
**Secretary**