

**Town of Westerly Housing Authority**

**5 CHESTNUT STREET, WESTERLY, RHODE ISLAND, 02891**

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

**MEETING MINUTES**

**BOARD OF COMMISSIONERS**

**TUESDAY, AUGUST 12, 2014**

**6:00 PM CHESTNUT COURT**

**CALLED TO ORDER/PLEDGE OF ALLEGIANCE**

The regular meeting of the Board of Commissioners was called to order by the Chairman, Gary Murano. Present for roll call: Commissioner Mike Gulluscio, Commissioner Lauren Matarese and Commissioner Brian Lumnah. Also present was the Executive Director, William Valentine and Attorney, George Comolli. There is one position vacant. The Chairman called the meeting to order at 6:00PM. The Chairman declared a quorum present.

**MINUTES**

Commissioner Lumnah made a motion to accept the minutes of the July 8, 2014 Meeting. Seconded by Commissioner Matarese, the motion passed.

**TREASURE'S REPORT**

There was a discussion to have a budget workshop, the planned budget and line items to be added. Commissioner Gulluscio made a

**motion to accept the treasurer's report. Motion seconded by Commissioner Matarese, motion passed.**

#### **REPORT OF THE SECRETARY/EXECUTIVE DIRECTOR**

**The Secretary's Report was accepted as prepared and explained by the Executive Director and approved on motion by Commissioner Lumnah and seconded by Commissioner Matarese, motion passed.**

#### **REPORT OF LEGAL COUNSEL**

**The Legal Council's Report was accepted as prepared and explained by the Mr. Comolli and approved on motion by Commissioner Matarese and seconded by Commissioner Gulluscio, motion passed.**

#### **TENANT INPUT**

**A tenant requested the replacement of the decretive railing at Chestnut Court. It was explained that there was a ADA compliant railing and ramp three feet from where the old decretive railing was and it was removed due to it being unsafe. It was mentioned that the generator did not come on during it's regular maintenance run, it was explained that a coolant pump was on order and would be installed Thursday.**

#### **BILL & COMMUNICATIONS**

**The Executive Director reported that all bills were paid.**

## **REPORT OF COMMITTEES**

**Fiscal Reporting Committee:** Commissioner Lumnah reported that he was working with the Executive Director on the upcoming budget.

**P.V. Grounds Committee:** Work progressing forward.

## **UNFINISHED BUSINESS**

**Flex Time Policy –** The policy was motioned for acceptance on a quarterly basis, by Commissioner Matarese and seconded by Commissioner Gulluscio. Motion Passed

**P.V. Planting:** Motion by Commissioner Lumnah to table and seconded by Commissioner Matarese, motion passed.

**Procurement Policy Addendum:** Motion by Commissioner Lumnah to table and seconded by Commissioner Gulluscio, motion passed.

**Board By-Laws:** Discussion by board regarding needed amendments. Motion to table by Commissioner Lumnah and seconded by Commissioner Matarese. Motion Passed.

**Recognition of K. Vacca's service on the board.**

## **NEW BUSINESS**

**Chestnut Court Parking Lot Restriping Proposals: All proposals reviewed and motion to approve South County Stripping and Sealing was made by Commissioner Lumnah and seconded by Commissioner Gulluscio. Motion Passed.**

**Office Computers: Motion by Commissioner Lumnah and seconded by Commissioner Gulluscio to purchase new desktop computers to replace outdated machines. Motion passed.**

**PHADA Classes and Conference for Executive Director: Motion to continue E.D. training made by Commissioner Matarese and seconded by Commissioner Lumnah. Motion Passed.**

**Conflict of Interest Disclosures: Motion to Table for rewrite by Commissioner Lumnah and seconded by Commissioner Matarese. Motion Passed.**

**Nixon Peabody Results: Presented and closed.**

## **EXECUTIVE SESSION**

**None**

## **ADJOURMENT**

**The was motioned for the next meeting to be held at Park View Apartments, September 16, 2014 at 6 pm and then adjournment by Commissioner Lumnah and Seconded by Commissioner Matarese,**

**motion passed.**