

# **East Providence Housing Authority**

## **REGULAR MEETING**

**October 21, 2008**

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at 5:00PM by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Emeritus Dorothy Patti and recited by those in attendance.

**ROLL CALL:** Present: Chairman, Richard Smith, Commissioners Marianne Barao, Sharlene Damiani, John Faria, Anthony Palumbo, Dorothy Tillou and Director Paul Tavares. Excused, Commissioner Antero Braga.

### **CHAIRMAN'S COMMENTS:**

Chairman Smith took the opportunity to acknowledge and commend retiring Executive Director Dorothy Patti. He noted that under her tenure the East Providence Housing Authority had experienced great success with minimal problems. The Authority is recognized as one of the best in the State and that is a tribute to her. He indicated that she will be sadly missed but knows that she is available to advise us when needed. Dorothy Patti was given a standing ovation by all in attendance. Chairman Smith then welcomed and introduced Paul Tavares as the new Executive Director.

### **APPROVAL OF MINUTES:**

Regular Meeting – September 16, 2008, Motion by Commissioner Damiani to accept the minutes, Second by Commissioner Palumbo. All Commissioners voted aye.

### **PRESENTATIONS:**

James Castelucci of Castelucci, Galli Corporation informed the commissioners that the contract for the fire alarm inspection had been awarded to National Security. He and Joe Botelho then informed the commissioners of a problem that occurred on October 9<sup>th</sup> concerning the fire alarm system. Chairman Smith asked Director Tavares to make the resolution of the fire alarm issue a priority. Mr. Tavares stated that a meeting and inspection of the system had already been scheduled for Thursday, October 23<sup>rd</sup>. Commissioner Palumbo also voiced his concerns about water damage from the sprinkler system and the Fire Department's cooperation with the Authority's staff during these situations. It was left that Director Tavares would also address this matter.

**Elevator Upgrade:** Mr. Castelucci reported that two bids had been received in regard to the proposed elevator modernization project. One was from Atlantic Elevator South Co. Inc. in the amount of \$888,000.00 and the second from Eagle Elevator Company in the amount of \$799,667.00. He stated further that the bid from Eagle Elevator Company was incomplete and should be disqualified.

**DIRECTOR’S REPORT:**

Director Tavares indicated that without objection he would give his report verbally. He then thanked the Commissioners for giving him the opportunity to work for the East Providence Housing Authority and pledged his commitment to serve to the best of his ability and to be worthy of his predecessor, Dorothy Patti. He indicated that he started work on September 29<sup>th</sup>. He thanked Ms. Patti and all the staff for their cooperation in assisting with the transition. As of this date he has visited all the Authority’s major facilities, vacant duplex units and one occupied duplex unit. He has met with James Castelucci, Ralph Pari and Attorney Dan Kinder.

He reported that with Mr. Pari’s efforts a closing is scheduled on November 3<sup>rd</sup> for the duplex property located on Williams Avenue. He also indicated that his meeting with Attorney Kinder centered around the union labor contract which expired on October 1<sup>st</sup>. He expects negotiations to resume shortly with the objective being to arrive at a contract that is fair and equitable to all parties.

He reported on the fire which occurred in apartment #1013 in City View Manor on October 9<sup>th</sup>. Most importantly, there were no injuries; however there was smoke and water damage to that apartment and water damage in numerous apartments and common areas on the floors below. He commended and thanked Joe Botelho and his men for all their efforts in that time of emergency. He further indicated that the tenant had been relocated to the third floor while her apartment was being restored. Upon a motion by Commissioner Damiani and seconded by Commissioner Barao the Director’s Report was approved by a unanimous voice vote.

**PUBLIC HOUSING VACANCY REPORT**

Lori Pontus presented the report. There is one vacant unit at Harbor View, one at Goldsmith Manor and two at City View along with five duplex units which are part of the Home Ownership Program. A motion by Commissioner Faria and a second by Commissioner Palumbo to accept the report was approved by a unanimous voice vote.

**SECTION 8 OCCUPANCY REPORT**

Commissioner Faria made a motion to accept the report as presented by Section 8 Coordinator Terry Correira, indicating that three vouchers had been issued this month, Second by Commissioner Palumbo. All voted in favor.

**PAID BILL REPORT**

A motion was made by Commissioner Faria and Seconded by Commissioner Barao to approve the Paid Bill Report in the amount of \$287,978.42. This was unanimously approved by Commissioners Barao, Damiani, Faria, Palumbo, Tillou and Smith.

**REQUISITIONS**

91 Lena Street: Freeport General Contracting \$9,800.00 - Labor & Material

Motion to approve by Commissioner Palumbo with a second by Commissioner Barao  
Voice Vote: Commissioners Barao, Damiani, Faria, Palumbo, Tillou and Smith in favor.

Elevator Upgrade: Upon the recommendation of Director Tavares to seek legal advice, a motion to table was made by Commissioner Faria and Seconded by Commissioner Palumbo. Commissioners Barao, Damiani, Faria, Palumbo, Tillou and Smith voted in favor of the motion.

Backflow Preventers: Water meter and plumbing upgrades at Goldsmith Avenue. Two proposals were received, one from F.G. Lees & Sons in the amount of \$15,524.00 and a second from A.E. Bragger Construction Co., Inc. in the amount of \$16,424.00. A motion to approve and award the low bid in the amount of \$15,524.00 was made by Commissioner Barao and Seconded by Commissioner Damiani. Commissioners Barao, Damiani, Faria, Palumbo, Tillou and Smith voted in favor of the motion.

### **RESOLUTIONS**

A motion was made by Commissioner Palumbo and Seconded by Commissioner Faria to approve Resolution #455. Commissioners Barao, Damiani, Faria, Palumbo, Tillou and Smith voted in favor of the motion.

### **NEW BUSINESS**

Upon a discussion and recommendation by Commissioner Faria, New and Old Business will be agenda items in the future. He went on to report that he had attended a two day conference on September 22<sup>nd</sup> and 23<sup>rd</sup> in Martha's Vineyard presented by Leo Dauwer, Consultant to Public Housing Authorities. He found the conference informative in regards to housing issues and commissioner responsibilities and brought back conference materials which he gave to Director Tavares. It was left that Director Tavares would explore the feasibility of providing future training or presentations to the entire commission. Commissioner Damiani indicated an interest in participating in such training if offered.

After lengthy discussion and input by various Commissioners and others, Mr. Faria requested a list of contractors who do construction work for the Authority. That request is in regards to compliance with the prevailing wage requirement. He also questioned if the EPHA had a set of By-laws. Both requests were referred to Director Tavares.

### **OTHER**

Chairman Smith wanted to acknowledge that representatives from Atlantic Elevator South Co. Inc. were in attendance.

Motion to adjourn at 6:00 PM was made Commissioner Damiani and seconded by Commissioner Faria. All voted aye.

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Paul J. Tavares  
Executive Director/Secretary

Transcribed by pjtavares