

East Providence Housing Authority

REGULAR MEETING

December 16, 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 Paul Tavares and recited by those in attendance.

ROLL CALL:

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

APPROVAL OF MINUTES:

Regular Meeting – October 21, 2008, Motion by Commissioner Braga to accept the minutes, Second by Commissioner Damiani. All Commissioners voted aye.

PRESENTATIONS:

DIRECTOR'S REPORT:

Director Tavares informed the commissioners of the upcoming HUD unit inspections scheduled for the week of January 13th. He explained the importance of those inspections as related to funding. Letters were sent to all tenants asking for their co-operation and notification of any issues with their units. Pre-inspections were also conducted by staff of all units. He further recommended that Housing Authority staff attempt to address all the inspection related work orders at City View, Goldsmith, Harbor View and Warren Avenue. He recommended that Freeport General Contractors be hired to address the inspection related work orders at the duplex units at an estimated cost of \$9,800.00.

Commissioners were informed that the property located at 85-87 Williams Avenue was sold on November 3, 2008 in accordance with home ownership program.

Director Tavares informed the commissioners that a meeting was held on 10/13/08 with representatives of the East Providence Fire Department, alarm companies, sprinkler company and staff to discuss concerns raised as a result of a City View apartment fire on 10/09/08. The issue with the fire alarm panel has been resolved and the water damage concerns brought to the attention of the Fire Department. He further reported that the estimated cost of that fire was approximately \$65,000.00 with the Authority responsible for the \$5,000.00 deductible and the insurance company paying the balance.

He further reported on the following meetings:

An introductory meeting with the officials at the Providence Office of HUD who spoke highly of the East Providence Housing Authority.

Met with Tom Hurley our fee accountant to discuss overall financial matters.
Met with Jean Boyle, East Providence Planning Director to discuss Deer Street property and to establish a working relationship with the City and the Housing Authority concerning housing related issues.

After answering questions from Commissioner Braga concerning the cost of the fire restoration the Directors Report was approved unanimously after a motion by Commissioner Faria, seconded by Commissioner Damiani.

PUBLIC HOUSING VACANCY REPORT

Lori Pontus presented the report. There are two vacant duplex units, pending sale of property and five vacant apartments, one of which has been rented. A motion by Commissioner Faria and a second by Commissioner Barao to accept the report was approved by a unanimous voice vote.

SECTION 8 OCCUPANCY REPORT

Commissioner Damiani made a motion, Second by Commissioner Barao to accept the report as presented by Section 8 Coordinator Terry Correia, indicating that one voucher had been issued this month, and year end work was proceeding. All voted in favor.

PAID BILL REPORT

After questions by Commissioner Braga on legal expenses, a motion was made by Commissioner Faria and Seconded by Commissioner Barao to approve the Paid Bill Report for the month of October, 2008 in the amount of \$154,787.28. This was unanimously approved. Commissioner Damiani then moved, Seconded by Commissioner Faria, to approve the Paid Bill Report for the month of November, 2008 in the amount of \$144,335.50, all voted in favor.

UNFINISHED BUSINESS:

Elevator Upgrade:

Director Tavares reminded the Commissioners that James Castelucci of Castelucci, Galli Corporation had reported previously 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. James Castelucci recommended that the bid from Eagle Elevator Company was incomplete and should be disqualified. After seeking legal counsel, Director Tavares recommended that the award be made to Atlantic Elevator South Co. Commissioner Faria moved with a second by Commission Damiani to affirm the Directors recommendation and to award said contract in the amount of \$888,000.00. Said motion was approved by the votes of Commissioners, Barao, Braga, Damiani, Faria, Tillou and Smith.

Davis-Bacon Act - (prevailing wages)

As requested by Commissioner Faria, a list of contractors and subcontractors who have done construction work for the Authority was provided.

REQUISITIONS:

RESOLUTIONS:

NEW BUSINESS

Pursuant to RI General Laws: 42-46-5 (a) (2), a motion was made by Commissioner Faria and Seconded by Commissioner Damiani to go into Executive Session to discuss "Collective Bargaining". Commissioners Barao, Braga, Damiani, Faria, Tillou and Smith. Voted in favor.

The Commissioners met in Executive Session from 5:23 PM to 5:55PM.

Upon a motion by Commissioner Braga, Seconded by Commissioner Tillou and approved unanimously, the commission returned to open session. Chairman Smith reported that no votes were taken in Executive Session.

Prior to adjournment, Chairman Smith took the opportunity to acknowledge and thank Commissioner Damiani, for whom this was her last meeting, for her dedicated service to the East Providence Housing Authority. This sentiment was echoed by Commissioners, Faria, Barao and others.

Motion to adjourn at 6:05 PM was made Commissioner Damiani and seconded by Commissioner Barao. All voted aye.

Paul J. Tavares
Executive Director/Secretary

Transcribed by pjtares