

East Providence Housing Authority

REGULAR MEETING

January 20, 2009

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at Harbor 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. Chairman Smith then wished everyone a Happy New Year and officially welcomed new commissioner Lynn Vargas to the Board.

ROLL CALL:

Present: Chairman, Richard Smith, Commissioners Marianne Barao, Antero Braga, John Faria, Anthony Palumbo, Dorothy Tillou, Lynn Vargas and Director Paul Tavares.

APPROVAL OF MINUTES:

Regular Meeting – December 16, 2008, Motion by Commissioner Faria to accept the minutes, Second by Commissioner Barao. All Commissioners voted aye.

Executive Session – December 16, 2008, Motion by Commissioners Faria to approve the minutes, Seconded by Commissioner Barao. All Commissioners voted aye.

PRESENTATIONS:

None

DIRECTOR'S REPORT:

Director Tavares informed the commissioners that the expected HUD unit inspections scheduled for the week of January 13th did occur and that Joe Botelho accompanied the inspector through out the process. No major violations were sighted but we are waiting for the official report. He informed the commissioners that HUD would be performing a Quality Assurance Re-Inspection of the Harbor View, Warren Avenue and Goldsmith Manor units. This is a process were HUD monitors their independent inspection contractors.

Commissioners were informed of the hot water problem at City View Manor and our ongoing attempts to resolve the same. Staff was credited for their attention to this matter and for their creative efforts to implement a short term fix. A consultant recommended by Jim Castellucci was in the process of reviewing our situation and a full report would be made to the commissioners at a latter time. Mr. Tavares also informed the commissioners of a water pressure issue at both City View and Goldsmith Manors. He gave them the history of the problem and advised that too would be subject of a future report.

Director Tavares gave the commissioners an update as to staffing. He reported Joe Botelho's official retirement as of 12/24/08 and explained how Mr. Botelho is assisting the authority under the state's retirement system's 75 day rule. He informed them of John Medeiros's intent to retire on or before April 1st. He then explained his intent to advertise

and review both vacancies simultaneously. The process would be conducted in away to maximize the efficiency of the process, create a pool of qualified applicants and be prepared for any other retirements. He promised to keep the commissioner apprised of his progress.

Commissioner Palumbo questioned the Executive Director as to his meeting with the Fire Department. Mr. Tavares reported that the Fire Chief understood our concerns about water damage and we are hopeful that our concerns will be taken into consideration in the future.

Commissioner Palumbo moved and Commissioner Faria seconded a motion to accept the Executive Directors report as presented. The motion carried.

PUBLIC HOUSING VACANCY REPORT

Mr. Tavares reported that Lori Pontus was absent due to a death in her family He then presented the report. There are 14 vacant units, pending refurbishing and or leasing. He took this opportunity to explain how the need to divert maintenance staff from unit refurbishing to snow removal impacts the vacancies and how it is necessary to manage this with the use of outside contactors to get the apartments ready. He then informed the commissioners that we would also change our process to have a list of at least 5 applicants always ready to lease. The downside of this would be the need to recertify applicants should the list become stale. A motion by Commissioner Faria and a second by Commissioner Braga to accept the report was approved by a unanimous voice vote.

SECTION 8 OCCUPANCY REPORT

Commissioner Palumbo made a motion, Second by Commissioner Barao to accept the report as presented by Section 8 Coordinator Terry Correia, indicating that four vouchers had been issued this month. They were also informed that, for the third year, a grant had been applied for and approved in the amount of \$38,764.00 for a Family Self Sufficiency (FSS) Coordinator. In the past theses duties had been preformed by a former employee. We would now advertise and seek a qualified individual for this position. All voted in favor.

PAID BILL REPORT

After a question by Chairman Smith on an expense in the amount of \$788.08 to Purchase Power, a motion was made by Commissioner Faria and Seconded by Commissioner Barao to approve the Paid Bill Report for the month of December, 2008 in the amount of \$160,435.71 this was unanimously approved.

UNFINISHED BUSINESS:

None

REQUISITIONS:

None

RESOLUTIONS:

None

NEW BUSINESS

On a motion by Commissioner Palumbo and seconded by Commissioner Faria, the 2009 schedule of Commissioners meeting was approved.

Commissioner Faria questioned the actual cost to the authority of the various Blue Cross plan options offered to our employees. Discussion continued with participation of Commissioner Braga, Chairman Smith and Director Tavares. Conclusion being that the actual costs would be submitted to the commissioners and that Director Tavares would continue to explore how costs could be reduced including but not limited to joining with the City of East Providence or other Housing Authorities. Chairman Smith acknowledged that this could be a three year process.

A discussion was then held about waiting lists for both Section 8 and public housing. Responding to a question from Mr. Faria, Terry Correia indicated that the section 8 waiting list was present at approximately 985. She also indicated that the list would be soon purged and she explained that process. She stated that EPFA has 232 vouchers, an average rental payment of \$550.00 and last years budget of \$1,088,000.00. Responding to a question from Commissioner Braga, she explained the process for certifying applicants and how the FSS program works with that population.

Chairman Smith reminded the Commissioners that the February meeting would include the reorganization of the Board and then called for a motion for adjournment. Said motion was made by Commissioner Faria and seconded by Commissioner Vargas. Motion was approved.

Respectfully submitted,

Paul J. Tavares
Executive Director/Secretary

Transcribed by pjtares