

East Providence Housing Authority

REGULAR MEETING

June 16, 2009

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, Vice Chairperson, Marianne Barao, Commissioners, Antero Braga, Anthony Palumbo, Dorothy Tillou and Director Paul Tavares. Commissioners John Faria and Lynn Vargas were excused.

APPROVAL OF MINUTES:

Regular Meeting – May 19, 2009, Motion by Commissioner Barao to accept the minutes as presented, Second by Commissioner Palumbo. All Commissioners voted aye.

PRESENTATIONS:

None

DIRECTOR'S REPORT:

- Director Tavares informed the Commissioners of a project, facilitated by Lori Pontus which would provide multiple benefits to the EPHA and the community at large. The project sponsored by Wal-Mart and assisted by Brown University students and the East Bay CAP would offer to our tenants, free of charge, energy efficient electric light bulbs. The benefits are conservation of electricity, a greener society and student community involvement.
- The Director reported that in accordance with a grant received from HUD in the amount of \$38,764.00 we had advertised for and hired a (FFS) Family Sufficiency Coordinator. The advertisement resulted in sixteen applicants from which Stacy L. Smith (no relation to Chairman Smith) was hired as a contract, hourly employee. Stacy has community outreach experience which is essential to this position. She started on 6/15/09. He further indicated that this employee and project would be supervised by Terry Correia.
- Director Tavares informed the Commissioners that the elevator replacement project at City View Manor commenced on May 21, 2009 and is going well. The total project is expected to last 26 weeks till completion. He reminded the Commissioners that the total expected cost of this project is \$880,000.00 of which the EPHA has been approved for \$695,165.00 in federal stimulus grant funds.

- The Director also explained to the Commissioners the process for applying for additional federal stimulus grants. He indicated that we expect to apply for funds to modify and combine small efficiency units with adjacent units and make the new combined apartments fully handicapped accessible and Uniform Federal Accessibility Standards (UFAS) Compliant. We would also explore the possibility to apply for competitive stimulus grant dollars for energy efficient projects such as window replacement, roof replacement and new refrigerators.
- Director Tavares then presented and explained a financial report for fiscal year to date 10/01/08 through 04/30/09 (seven months). To date total income for Public Housing exceeded expenses by \$318,271.33. In the Voucher (Section 8) Program, expenses exceeded income by \$51,909.74. He noted that there were reserve funds in this program to cover the over expenditure.

A motion was made by Commissioner Palumbo and seconded by Commissioner Braga to accept the Executive Directors report as presented. Motion was approved unanimously.

PUBLIC HOUSING VACANCY REPORT

Lori Pontus reported that there are 7 vacant units and a total of 242 individuals on the waiting list. There are 2 applicants waiting who have three preferences, 17 with two, 78 with one and 142 with zero preference. Commission Barao moved and Commission Tillou seconded a motion to accept the Vacancy Report as presented. Motion carried.

SECTION 8 OCCUPANCY REPORT

Terry Correia reported that there were 761 on the Section 8 waiting list. Letters were sent to 23 applicants on the list indicating that funds/vouchers may become available. To date thirteen have responded and are being reviewed. A motion was made by Commissioner Barao, Seconded by Commissioner Braga to accept the Section 8 Report as presented. Said motion was approved unanimously.

PAID BILL REPORT

Director Tavares noted three items in the Paid Bill Report. The first was **\$1,555.00** to Stanley Magic Access Technologies. This was for repairs to the automatic electric doors at Harbor View Manor. The second item was **\$4,048.00** to Universal Windows for replacement glass. The third is for **\$6,720.00** to Washak Industries for repairs to the hot water valves at City View and Goldsmith Manors. He also pointed out that the Housing Authority paid **\$26,849.49** to the City of East Providence for water. Commissioner Braga moved and Commissioner Palumbo seconded a motion to approve the May Paid Bill Report in the amount of **\$123,938.37** All Commissioners voted in favor.

UNFINISHED BUSINESS:

None

REQUISITIONS:

\$116,190.00 to Atlantic Elevator South Co. for the first installment of the elevator replacement project. Commissioner Barao moved approval seconded by Commissioner Palumbo. Chairman Smith called for a roll call vote to which all commissioners were recorded as voting aye.

\$93,480.23 to the City of East Providence for payment in lieu of taxes. Commissioner Barao moved approval seconded by Commissioner Tillou. . Chairman Smith called for a roll call vote to which all commissioners were recorded as voting aye.

NEW BUSINESS

- Director Tavares informed the Commissioners that on today's date a closing were held for the duplex property located on Centre Street under the Home Ownership Program.
- Chairman Smith announced that, as is custom baring an emergency, there would be no Commissioners meeting during the summer months. The next scheduled meeting would be in September.

ADJOURNMENT

Commissioner Braga moved and Commissioner Palumbo seconded a motion to adjourn the meeting at 6:00PM. Said motion was approved.

Respectfully submitted,

Paul J. Tavares
Executive Director/Secretary

Transcribed by pjtavares