

East Providence Housing Authority

REGULAR MEETING

June 21, 2011

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 **4:00PM** 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, Lynn Vargas, Commissioners, Antero Braga, John Faria, Anthony Palumbo, M. Luci Stoddard, Dorothy Tillou and Executive Director Paul Tavares.

APPROVAL OF MINUTES:

Regular Meeting – May 17, 2011, Motion by Commissioner Vargas to accept the minutes as presented, Second by Commissioner Palumbo. All Commissioners voted aye.

Executive Session – May 17, 2011, Motion by Commissioner Vargas to accept the minutes as presented, Second by Commissioner Tillou. All Commissioners voted aye

PRESENTATIONS:

None

DIRECTOR'S REPORT:

Director Tavares reported that last week, the Authority's senior employee, Jim DuFault had suffered a mild heart attack, requiring a stent to be implanted. He was now home from the hospital, resting and doing well. Jim is expected to return to work after an appropriate amount of absence for recuperation.

A report was then given as to the electrical storm of 6/9/11 and the ensuing result of loss of electricity to Goldsmith Manor. He reiterated what had been previously communicated in emails to the Commissioners, as to what had transpired and what actions were taken by the Authority. He indicated that upon receipt and compilation of all the related expenses, he would explore the possibility of reimbursement from our insurance carrier. He also took the opportunity to commend all Goldsmith residents for their understanding cooperation and the staff for all their extraordinary efforts in that crisis. He further passed out a letter which had been sent to all Goldsmith residents. In summary, the letter thanked the residents for their understanding, reminded them that this was an "Act of God" to which the Authority had no control or responsibility. It further acknowledged that some residents had claimed food spoilage. The Authority was able to give each Goldsmith tenant a \$25.00 Shaw's gift card which was paid from non- housing authority operating funds that they were able to procure.

Director Tavares then updated the Commissioners as to the progress of the Executive Director's search. Ad's had been placed in two national trade publications; PHADA – Public Housing Authorities Directors Association and NAHRO – National Association of Housing & Redevelopment Officials. Also in the Providence Journal, the East Providence Post and the Portuguese Times. He further indicated that the ad was available on various web-sites. Commissioner Vargas questioned the choice of publications and queried if it wasn't too limited. Both Director Tavares and Chairman Smith responded that the two national publications cast a very wide net and that web-sites such as "Monsterjob.com" also list the job offering. As of this date approximately seventeen (17) responses have been received. It was left that the Director would continue to accept applications until the mid or end of July. He suggested that he then provide the Commissioners with a list of all applicants, the actual resumes of the top (*number to be determined by the Commissioners,*) and all local applicants.

Director Tavares also informed the Commissioners that both the Laborers' Union Contract and the Blue Cross contract would be up for renewal in October. Blue Cross has indicated that they would be having

both plan changes and a new cost structure. The new fees are expected to be announced in mid-July. Discussions then ensued on these topics with participation from Commissioners Braga, Faria & Vargas.

Commissioner Tillou then moved to accept the Executive Director's report as presented. This motion was seconded by Commissioner Palumbo and approved by a unanimous vote.

PUBLIC HOUSING VACANCY REPORT

Lori Pontus reported that there were 6 vacant units at Harbor View, 2 at Goldsmith, 5 at City View and 1 duplex for a total of 14. She further spoke to the status of the various units. A motion was made by Commissioner Braga and a second by Commissioner Stoddard to accept the report which was approved on a unanimous voice vote.

SECTION 8 OCCUPANCY REPORT

Commissioner Faria made a motion, Second by Commissioner Vargas to accept the written report as presented for Section 8 Coordinator Terry Correia, who was unable to attend this meeting. It was reported that the annual list purge process had commenced with letters sent on June 8, 2011. Those who do not respond will be removed from the waiting list.

The Kent Farm Village, enhanced voucher absorption project is now complete. Of the 109 tenants that we reached out to, 40 were eligible and leased in their existing units, 40 did not respond, 21 were not eligible, 5 moved and 3 were expected to move. This leaves 69 vouchers which can be offered to folks on our waiting list which presently is at 402. Director Tavares again recognized Terry Correia and her team for all their extra efforts in bringing this project to a successful conclusion.

PAID BILL REPORT

Director Tavares presented The **May, 2011** Paid Bill Report in the amount of **\$177,988.86**. He highlighted the payment of \$31,669.25 to MJ Pavao Construction Co. for the City View curbstone restoration project. Commissioner Palumbo then moved and Commissioner Braga seconded a motion to approve the report. Motion carried.

UNFINISHED BUSINESS:

None

REQUISITIONS:

None

RESOLUTIONS:

#473 – 2011 PHA & Five (5) Year Plan.

Commissioner John Faria moved that Resolution #473 be finally adopted as introduced and read. This Resolution will take effect immediately. The motion was seconded by Commissioner M. Luci Stoddard. The question being upon the final adoption of said Resolution the roll was called with the following results:

AYES: Commissioners, Smith, Braga, Faria, Palumbo, Stoddard, Tillou and Vargas

NAYES: None

ABSENT: None

ABSTAIN: None

Chairman Smith declared the Resolution finally adopted.

#474 – Approval of Operating Subsidy Submission.

Commissioner Anthony Palumbo moved that Resolution #474 be finally adopted as introduced and read. This Resolution will take effect immediately. The motion was seconded by Commissioner Dorothy Tillou. The question being upon the final adoption of said Resolution the roll was called with the following results:

AYES: Commissioners, Smith, Braga, Faria, Palumbo, Stoddard, Tillou and
Vargas
NAYES: None
ABSENT: None
ABSTAIN: None

Chairman Smith declared the Resolution finally adopted.

NEW BUSINESS

None

FYI:

Seven (7) month financial report, 10/01/10 through 04/30/11
Copy of Executive Director's job description and employment ad

ADJOURNMENT

Prior to adjournment Chairman Smith said that there would be no July meeting. He also acknowledged that this may be Commissioner Anthony Palumbo's last meeting as his term is ending and he cannot be reappointed due to resident commissioner term limits. He thanked Mr. Palumbo for his dedication and service to the Housing Authority. Answering Commissioners' questions, Director Tavares responded that he, in compliance with state law, would be submitting a list of residents to the Mayor for the Mayor's consideration and selection. The Mayor is required to select two resident commissioners, one from Goldsmith/City View and one from Harbor View.

Commissioner Braga then moved and Commissioner Faria seconded a motion to adjourn the meeting at 4:40PM. Said motion was approved.

Respectfully submitted,

Paul J. Tavares
Executive Director/Secretary
Transcribed by pjtavares