

Minutes North Providence Housing Authority
Regular Meeting – October 15, 2019
Minutes of Meeting

Roll Call

Carol Pontarelli, Chairman
Rosemary Andreozzi, Vice Chairman
Armand Milazzo, Commissioner
Vincent Martino, Commissioner
June DiLorenzo, Commissioner
Stephen Muscatelli, Fee Accountant
Stephen Marsella, Legal Counsel
William Malloy, Executive Director

Absent

Others Present

The Chairman of the North Providence Housing Authority called the meeting to order at 5:30 PM.

Approval of Minutes

Motion made by Commissioner Milazzo, seconded by Vice Chairman Andreozzi, to approve the Minutes of the Regular Meeting of September 17, 2019 as presented. Approved unanimously.

Bills and Communications:

North Providence Housing Authority Accounts Payable Distribution Detail for 9/12/2019 through 10/10/2019

Motion made by Vice Chairman Andreozzi, seconded by Commissioner DiLorenzo to approve the invoices.

Status of Accounts:

BankRI Account Information Report North Providence Housing Authority through October 10, 2019

Communications:

Travel Resources from the U.S. General Services Administration. A sample of some of the more frequently traveled convention cities.

October 15, 2019

Page -2-

Email string (September 30, 2019) between the Director of VASH, Dr Armin Azar and William E. Malloy, Executive Director of The North Providence Housing Authority.

Resignation letter from Janine Kent (Administrative Assistant) to William Malloy, Executive Director dated October 2, 2019.

2020 PHADA Commissioners Conference, January 5-8, 2020. Tapatio Cliffs Resort, Phoenix, AZ.

Agreement for Consulting Service for The North Providence Housing Authority. Submitted by Donna M. Conway.

On Going Maintenance:

Remodeling of all Kitchens in Charles Street Manor are underway with six (6) completed as of 10/10/2019. Minimizing inconvenience to tenants as much as possible.

Moisture issues in Sunset C, #54, #57 and #60. Bulk of work has been completed as of 10/10/2019. Small touch up work should be completed this week. Waiting for a final invoice from Chrigo Construction. Have been in contact with insurance company and should be receiving the payment soon.

Report from the Seretary:

Per the conversation about expenses incurred during attendance at conferences and training sessions. I have included the expenses and averages in the most frequently utilized cities.

This email is an example of the positive relationship between the Vash leadership and the North Providence Housing Authority. They are interested in expanding their Project Based housing presence in the State of RI. They viewed our properties at 25 Wentworth Ave and 72 Andover St. We also had a meeting at the office of the North Providence Housing Authority with VASH leadership and Erika Vallejo (NPHA VASH Coordinator) and the Executive Director of The North Providence Housing. This meeting was about continued best practices to house homeless veterans.

Resignation letter from Janine Kent to William Malloy effective October 18, 2019. Ms. Kent has accepted an offer to work at Rhode Island Housing.

Registration for the PHADA Commissioners Conference at Tapatio Cliffs, Phoenix AZ, January 5-8, 2020. The deadline is 12/5/2019 for registration. I would suggest registering as soon as possible to ensure participation.

The Consultant Contract in effect presently with Donna M. Conway, will expire November 19, 2019. Details of this agreement are the same as presently signed agreement.

October 15, 2019

Page -3-

Unfinished Business:

The termination of the tenant in Allendale Manor # 20 due to repeated smoking policy violations has proceeded to the next level. He has been served notice from the court of his potential eviction. We can discuss more indepth during the Report from the Attorney.

New Business

Need to have a discussion on the need of a Clerk of the Works.

Interviews will be held on October 11, 2019. The North Providence Housing Authority received a total of 10 resumes for the open position of FSS Assistant Coordinator. The Director informed the Board about the candidates and the interview process. The Director made a recommendation that the Board vote to support his recommendation to hire Cheryl Lonardo

Motion was then made to hire Cheryl Lonardo as FSS Assistant Coordinator by Commissioner Milazzo, seconded by Commissioner Di Lorenzo. The following Board members voted Yay: Vice Chairman Andreozzi, Commissioner Milazzo and Commissioner DiLorenzo. The following Board Member voted Nay: Commissioner Martino.

Chairwoman Pontarelli recused herself from the discussion and the vote.

Motion passed 3 Yays to 1 Nay with one vote recused.

Report from Legal Counsel

Report from Fee Accountant

Adjournment

The Chairman advised the Board that the next Regular Meeting of the Board of Commissioners of the North Providence Housing Authority will be held on Tuesday, November 19, 2019 at 5:30 PM at the offices of the Housing Authority, 945 Charles Street, North Providence, Rhode Island 02904.

The Chairman asked if there was any further business, there being none, motion made by Commissioner Martino, seconded by Commissioner DiLorenzo that the meeting adjourn at 6:10 PM. Approved unanimously.

William E. Malloy, Recording Secretary