

THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON MARCH 27, 2025

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session from the Administration Building Newport, Rhode Island at 3:00 p.m. on March 27, 2025.

Roll call followed the Pledge of Allegiance and Silent Prayer:

PRESENT:

Chairperson	Nikki Vazquez
Vice Chair	Dave Roderick
Commissioner	Tom Sheehan
Commissioner	Vanessa Soares

ABSENT:

Commissioner	Cheryl Abney
Commissioner	Kevin Beesley
Commissioner	Frank Coleman

A motion was made by Vice Chair Roderick to approve the minutes of the regular monthly meeting held on February 13, 2025. This motion was seconded by Commissioner Soares and unanimously carried.

Under communications to this month’s Board meeting, the Chair presented the following update:

- a) *RI 2023 Funding for Select HUD Programs*
- b) *2025 Allan R. Andrews & NAHRO Merit Scholarships*
- c) *City of Newport Resolution No. 2025-2027 Re: RI Code of Ethics Training (May 7th) & Open Meetings Act Training (May 21st), both at 5:30pm.*

A motion was made by Commissioner Sheehan to receive the communications as presented and refer to the Administration. This motion was seconded by Vice Chair Roderick and unanimously carried.

The Chair submitted to the Board the Consent Calendar items which included a) COP Report b) Asset Management Report c) Occupancy, Applications, & Section 8 Report, d) Resident Services Report e) Executive Directors Report f) Actual YTD Operating Expenses, g) Operating Reserve Analysis h) Collection Loss Payment i) the Capital Fund Obligated /Expenditure status report.

A motion was made by Commissioner Sheehan approving the above Report of the Secretary items as presented. This motion was seconded by Vice Chair Roderick and unanimously carried.

The Chair requested approval of the monthly bills for February 2025 in the amount of \$1,439,595.34.

A motion was made by Vice Chair Roderick to approve all due and just bills presented for payment. This motion was seconded by Commissioner Sheehan and unanimously carried.

The Chair presented to the Commissioners the collection loss write-offs report which reflected \$10,167.52 in write-offs for the month of February 2025.

A motion was made by Vice Chair Roderick to approve all collection loss write-offs as presented. This motion was seconded by Commissioner Sheehan and unanimously carried.

The Chair presented to the Commissioners the Resolution No. 2054 FYE 2026 Annual Budget of the Housing Authority.

A motion was made by Commissioner Sheehan to approve the FYE 2026 Annual Budget of the Housing Authority as presented and refer to the Administration. This motion was seconded by Commissioner Soares and unanimously carried.

The President of the Newport Resident Council, Yvette Harris-Evans, attended the meeting giving a verbal report. The President confirmed that she has received interest from residents at Chapel Terrace in becoming NRC board members. An election is pending, and she will keep the board informed as the plan is confirmed.

Commissioners Reports & Requests: None.

- Public Comment:

Charlie Laranjo attended the Board meeting and commented about concerns he has regarding the operation of Miantonomi Park. The park is important to the residents and Mr. Laranjo expressed that he felt it is being managed improperly, and he would like to see the programs and the utilization of the park stay as is. Mr. Laranjo would like the board to speak to anyone they know to keep the park as is.

- Yvette Harris-Evans: asked a question regarding the Asset Management Report and possible contaminants in the soil at Donovan Manor. Director of Asset Management, Steve Mariano shared that as a result of initial investigation conducted by Sage Environmental, contaminants were identified that required additional testing be performed. A soil remediation plan to encapsulate the soil is being developed for the approval of the RI Department of Environmental Management, much like what has been done at Park Holm. Board Chair Vazquez stated that based on her experience with naturally occurring arsenic being present in the soil throughout Newport, that whenever she planted anything, she had to use raised beds and organic soil. Executive Director Mitchell responded that as a federally funded agency, HACN must perform environmental testing and that testing was planned for Donovan Manor as a result of planned parking lot improvements that required digging. Commissioner Sheehan added that he was purchasing new flower/vegetable beds up at Donovan Manor and he will confirm that the beds are up high and off the ground when planting.

The Chair requested a motion to go into Executive Closed Session in accordance with RIGL § 42-46-5 §(a) (1) PERSONNEL-Executive Director Performance Review stating for the record before going into closed session pursuant to the RI Open Meetings Act, RIGL RIGL § 42-46-5 § (a) (1), that any person to be discussed have been so notified and this statement shall be noted in the minutes of the meeting.

Upon a motion by Vice Chair Roderick, seconded by Vice Chair Roderick and unanimously carried, to close the public meeting and enter Executive Session.

The Chair requested a motion to close the Executive Session and go back into the open the public meeting.

Upon a motion by Commissioner Sheehan, seconded by Vice Chair Roderick and unanimously carried, to close the Executive Session and go back into the open meeting.

The Board returned to Open Session.

The Chair stated that an evaluation and salary review was performed and requested a motion to sign and seal the Executive Session Minutes.

Upon the motion by Commissioner Sheehan, seconded by Vice Chair Roderick and unanimously carried, Executive Session minutes are signed and sealed.

Upon the motion by Commissioner Sheehan, seconded by Vice Chair Roderick and unanimously carried, the meeting adjourned at 4:22 p.m.