

POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the November 8, 2023 Regular Meeting

Present: Shirley Adams, Chairman
Vincent Brugger, Vice-Chairman
Felicia Watson, Treasurer
Yvonne Flowers, Member @ 5:32 pm

Also Present: Sandra Boothe, Executive Director
Joanna Longcore, Counsel

Absent: Jacquetta Brown, Secretary
Thomas O'Neill, Assistant Secretary-Treasurer
Joseph Krakower, Member

The Regular Meeting of the Poughkeepsie Housing Authority was held on Wednesday, November 8, 2023 at 5:23 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

October 11, 2023/Regular Meeting: Commissioner Watson made a motion to put the minutes on the floor. Vice-Chairman Brugger seconded. Motion passed unanimously. Commissioner Watson made a motion to accept the minutes. Vice-Chairman Brugger seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2023-25 Legal Services for Public Housing Redevelopment: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Watson seconded. Motion passed unanimously. Ms. Longcore stated that we received a total of two proposals. One was from The West Law Group, and one was from Whiteman, Osterman, & Hanna LLC. Ms. Longcore tabulated the rating and rankings for the two proposals. Whiteman, Osterman & Hanna LLC was rated the highest. This resolution is to award the contract to Whiteman, Osterman & Hanna LLC to provide legal series in connection with the RAD redevelopment at Hudson Garden Apartments. Commissioner Watson made a motion to accept the resolution. Vice-Chairman Brugger seconded. Motion passed unanimously. Ms. Longcore made note that the certification date on the resolution needed to be corrected.

Resolution 2023-26 Contract for Hot Water Heater Removal & Replacement at Hudson Gardens: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Watson seconded. Motion passed unanimously. The PHA has issued three separate requests for proposals for the removal and replacement of hot water heaters at Hudson Gardens. We have only received proposals from one contractor, Photo Mechanical LLC. This resolution is to award the contract for removal and replacement

for 4 water heaters at the Hudson Gardens Apartments complex to Photon Mechanical LLC in an amount not to exceed \$311,101.14 to be paid out of the Capital Fund. Ms. Longcore noted that the sentence after the first semi-colon in the first paragraph should be deleted. Commissioner Flowers made a motion to amend the resolution to delete that sentence. Commissioner Watson seconded. Motion passed. Vice-Chairman Brugger made a motion to accept the amended resolution. Commissioner Flowers seconded. Motion passed unanimously.

COMMITTEE REPORTS

Building and Security: No report.

Finance: Mr. Shanley reported that in Low Income Public Housing, the net surplus for the month of October is \$90,772.40, and the net surplus year-to-date is \$163,162.48. As of October 31, 2023, we are leased at 112 of 117 for AMP 11 and 222 of 242 for AMP 22. Overall, we are leased at 334 of 359 units.

In Section 8 for the month of October, the net deficit is \$46,569.87, and year-to-date, our net deficit is \$85,887.79. We are leased at 86 of 91 for HCV, 49 of 60 for VASH, and 9 of 18 for the Foster Youth to Independence vouchers.

Personnel: No report.

Tenant Relations: No report.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe reported that the work order summary is in the packet. She also reported that our auditors are here this week, and we should have a report before the end of the year.

CHAIRMAN'S REPORT

No report.

COUNSEL'S REPORT

No report.

OLD BUSINESS

Chairman Adams asked about the people who got the award for the daycare. Ms. Boothe replied that they never completed the process but she does have a meeting with another interested party.

NEW BUSINESS

Commissioner Flowers asked if we are going back to having a resident coordinator and has she looked at the grant information she sent to her. Ms. Booth said that yes she has looked at the grant. We would also have to hire from the civil service list.

TENANT PARITICIPATION

None

ADJOURNMENT

The meeting was adjourned at 5:57 p.m.

I hereby certify that the minutes a true and correct and approved at the Meeting of December 13, 2023.

Jaquetta Brown, Secretary