

POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the September 11, 2024 Meeting

Present: Shirley Adams, Chairman
Vincent Brugger, Vice-Chairman
Jacquetta Brown, Secretary
Felicia Watson, Treasurer
Thomas O’Neill, Assistant Secretary-Treasurer
Terricena Brown, Member
Robin Johnson, Member

Also Present: Sandra Boothe, Executive Director
Thomas Shanley, Accountant

The Meeting of the Poughkeepsie Housing Authority was held on Wednesday, September 11, 2024 at 5:19 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

August 14, 2024/Regular Meeting: Vice-Chairman Brugger made a motion to put the minutes on the floor. Commissioner J. Brown seconded. Motion passed unanimously. Commissioner T. Brown asked if she could have an excused absence as she had called in sick. Chairman Adams said that we would look at the By-Laws to determine if excused absences are covered. Commissioner Watson made a motion to accept the minutes. Commissioner O’Neill seconded. Motion passed unanimously. Commissioner Watson said that it was not noted that we had tenant participation. It was explained that it was put under Building & Security as that is when the tenant spoke. Going forward, the Board asked to have all tenant participation under the section “Tenant Participation”. Vice-Chairman Brugger asked to also include the address of the tenant.

The Board went out of order to go to Tenant Participation.

TENANT PARITICIPATION

Mr. Daniel Alexander, a tenant at Hudson Gardens apt. # 10A5, came to speak about his transfer. Ms. Boothe explained he had filled out the appropriate paperwork for a transfer from a two-bedroom to a three-bedroom, and he is on the transfer list. Mr. Alexander explained that his daughter is handicapped, and the room is too small for her to navigate. Commissioner Watson asked if there are any legal reasons that he should be moved before others. Commissioner O’Neill asked what the wait is for a three-bedroom ground floor unit. Ms. Boothe said that it could be up to a year or more, and if there are others on the transfer list with reasonable accommodations ahead of him, they would be accommodated first. Commissioner J. Brown asked if he could take an apartment with stairs. Mr. Alexander said that he could possibly take an apartment with stairs. After much discussion, Mr. Alexander decided he would wait for the ground floor three-

bedroom. Mr. Alexander also requested that the bench outside his window be removed as people congregate on it and smoke and are disruptive. Ms. Boothe said she will look into it.

RESOLUTIONS

Resolution 2024-07 Setting Payment Standards: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner O’Neill seconded. Motion passed. Ms. Boothe presented the resolution to set the Payment Standards at 110% of the published Fair Market Rents for Section 8. Commissioner Watson made a motion to approve the resolution. Commissioner O’Neill seconded. Motion passed unanimously.

Resolution 2024-08 Flat Rent: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner T. Brown seconded. Motion passed. This resolution is to set the flat rent for each public housing unit that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent. The new Flat Rent Schedule is effective January 1, 2025. Commissioner Watson made a motion to accept the resolution. Commissioner O’Neill seconded. Motion passed unanimously.

Resolution 2024-09 Change Order for DiPaterio Contracting Inc.: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner T. Brown seconded. Motion passed. The Board previously approved the contract with DiPaterio Contracting to perform envelope renovation repairs at the Dr. Joseph Brady Garden Apartments in an amount of \$923,000.00. During the course of the work it was determined that additional work needed to be performed which was not in the original bid nor contract at a cost of \$68,080.00. Commissioner Watson made a motion to accept the resolution. Commissioner T. Brown seconded. Motion passed unanimously.

COMMITTEE REPORTS

Building and Security: Commissioner J. Brown asked about the tenants who have had damage due to roof work. Ms. Boothe replied that the claims have been forwarded to the contractor’s insurance company. Chairman Adams asked about the parking situation. Commissioner Johnson and Commissioner J. Brown said that there are still problems with illegal parking. Ms. Boothe said that she will reach out to Captain Wilson.

Commissioner J. Brown said there have been complaints about drugs being sold out of two apartments in the Swartz building. Ms. Boothe replied that we sent the two lease terminations, but they have not left so it will have to go through the courts. Commissioner O’Neill asked how long the process takes. Ms. Boothe provided a response in accordance with her past experience.

Finance: Mr. Shanley presented the financials. In Low Income Public Housing, for August, our net deficit was \$ 49,421.01 and the net surplus year-to-date is \$127,797.98. For the month of August, we are leased at 107 of 117 for AMP 11 and 224 of 242 for AMP 22.

In Section 8, the net deficit for August is \$ 20,668.57. Year-to-date, our net surplus is \$53,339.08. As of August 2024, we are leased at 82 for Housing Choice Vouchers, 54 for VASH, and 7 of 18 Foster to Youth Independence.

Personnel: Chairman Adams reported that we are waiting for union on the MOA.

Tenant Relations: Commissioner Johnson asked about the inspections. Ms. Boothe said that they were postponed to the week of the 24th.

Commissioner J. Brown asked about the laundry rooms. The machines do not work frequently, and the company is non-responsive. Commissioner Watson said she spoke to Jason Folscher, and he said that it has been difficult getting any vendors to respond.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe reported that the work order summary is in the packet. The woman who will be doing the daycare at Martin Luther King Jr. has asked if she can do an after school program at Thurgood Marshall Terrace (TMT) from 3:30 pm to 5:30 pm on Tuesday, Wednesday, and Thursday. The residents at TMT are on board with this program. Ms. Boothe said she would forward the MOU for this to the Board.

CHAIRMAN'S REPORT

Chairman Adams said that she would like a more formal process for community organizations to use our facilities or property. Ms. Boothe replied that we have a facilities policy and also the organizations don't tell the PHA about it until they have already advertised. Chairman Adams said that there should be a procedure.

COUNSEL'S REPORT

No report.

OLD BUSINESS

Vice-Chairman Brugger asked if the Foster to Youth vouchers are in our buildings. Ms. Boothe replied that they are Section 8. We are sent the referrals from the Department of Family Services, and they oversee the cases. We just process the Section 8 paperwork.

NEW BUSINESS

None

Laurie Sandow, a City Resident, had several questions. She asked if the Fair Market rents are based on the city or the county. Ms. Boothe replied that they are regionally based. Ms. Sandow requested that the meeting information be made available on the website. She said the County Planning Department had a meeting and one of the items on the agenda was the 2025-2029 Housing and Urban Development Consolidated Plan. She said she found the citizen participation plan, and she cannot find any public participation. The PHA is not aware of how the Planning Department gets their public participation. Ms. Sandow went on to say that there is a legal notice asking for resumes for planning coordinators. Chairman Adams asked Ms. Sandow to forward the legal notice and consolidated plan to her. Ms. Sandow said that she feels that the person running the daycare and potentially the after school program at TMT might be using the Housing Authority's name to leverage funding. Chairman Adams said that we are looking at the relationship as landlord and tenant.

The meeting was adjourned at 7:09 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of October 9, 2024.

Jaquetta Brown, Secretary