

POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the January 29, 2025 Annual Meeting

Present: Shirley Adams @ 5:21 p.m.
Vincent Brugger
Thomas O'Neill
Felicia Watson
Terriciana Brown
Robin Johnson

Absent: Jacquetta Brown

Also Present: Sandra Boothe, Executive Director
Thomas Shanley, Accountant
Joanna Longcore, Counsel

The Annual Meeting of the Poughkeepsie Housing Authority was held on Wednesday, January 29, 2025 at 5:19 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

December 11, 2024/Regular Meeting: Commissioner Watson made a motion to put the minutes on the floor. Commissioner O'Neill seconded. Motion passed unanimously. Commissioner Watson said that it stated that the man did receive charges but it should say did not. She also noted that it said Ms. Shanley instead Mr. Commissioner T. Brown made a motion to accept the corrected minutes. Commissioner O'Neill seconded. Motion passed unanimously.

December 16, 2024/Special Meeting: Commissioner T. Brown made a motion to put the minutes on the floor. Commissioner O'Neill seconded. Motion carried. Commissioner T. Brown made a motion to accept the minutes. Commissioner O'Neill seconded. Motion carried.

ELECTIONS OF OFFICERS

Chairman: Commissioner Watson nominated Commissioner Adams. Commissioner O'Neill seconded. Commissioner Adams was unanimously voted in as Chairman.

Vice-Chairman: Chairman Adams nominated Commissioner Brugger. Commissioner T. Brown seconded. Commissioner Brugger was unanimously voted in as Vice-Chairman

Secretary: Commissioner Watson nominated Commissioner J. Brown. Vice-Chairman Brugger seconded. Commissioner Brown was unanimously voted in as Secretary.

Treasurer: Chairman Adams nominated Commissioner Watson. Vice-Chairman Brugger seconded. Commissioner Watson was unanimously voted in as Treasurer.

Assistant Secretary-Treasurer: Commissioner Watson nominated Commissioner O'Neill. Chairman Adams seconded. Commissioner O'Neill was unanimously voted in as Assistant Secretary-Treasurer.

RESOLUTIONS

None

Vice-Chairman Brugger asked about the MOU. Ms. Longcore said that the Board had approved the MOU but they could do a formal resolution. It was agreed that a resolution would be presented at the next meeting.

Chairman Adams noted that she thought they had agreed to move public participation up on the agenda and would like to allow the guests who were present the opportunity to speak.

TENANT and PUBLIC PARTICIPATION

Ms. Johnson, who was here on behalf of her sister Barbara Jackson, came to get an update on Martin Luther King Jr.

Laurie Sandow, a city of Poughkeepsie resident, was also present.

Chairman Adams said that she was going to move to the Executive Director's Report so that Ms. Boothe could give an update.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe informed the Board that we had a water leak in the basement of Martin Luther King Jr. She turned it over to Jason Folscher to give the details.

Jason Folscher said that we had a water leak in the basement, and we had to remove everyone from building one. He said that it was really a team effort starting with Ms. Boothe, Commissioner Watson, and Ms. McKenna working from home to get hotels. Because of the water damage we had to replace all the electrical panels for every apartment, which was a huge undertaking. Veith Electric was absolutely amazing. They drove 4 ½ hours in one direction to get the materials we needed and had everything hooked up in a day and a half. Central Hudson came and okayed all the electrical work. We have the water, gas, and electrical back on. Everything is running except for one boiler, and Mike is there with the plumber now. We are hoping by tonight that the heat will be back on. We will know in the morning where we stand, but we think everybody by tomorrow afternoon should be able to get back in their apartments.

Commissioner O'Neill asked what caused the leak. Mr. Folscher said it was a broken drain valve that had rusted off. He said that they have water sensors that can be monitored by our security company so that we would know if something like this happens again, and we are looking into this.

Commissioner T. Brown asked that it be noted that Mayor Flowers and herself were also present on Sunday. Mr. Folscher explained that he was out of town and was notified by his maintenance man. He immediately notified Ms. Boothe, and he made calls to the plumbers and electricians. He said Ms. Boothe, the Mayor, Commissioner T. Brown and Commissioner Watson really did a great job. Ms. Boothe commended Mike, Kevin, and Errol for doing a superb job.

Commissioner T. Brown asked how the food smell in the building was due to the electricity being out. Mr. Folscher replied that the maintenance did not notice a bad smell but did take pictures of all the refrigerators, so we have an idea of what was lost.

Commissioner Watson wanted to also commend the Fire Department. She said it was truly a joint effort by Housing, the Mayor, Commissioners and Council members. There are 18 tenants currently at the hotel. The Firemen's Exempt provided meals the first night and Geneva's House provided meals for the rest of the week. She said that the staff at the hotel were really nice. There were some minor things that were ironed out. She said it was just beautiful to see the community come together.

Mr. Folscher noted that the news said that the Red Cross helped but they did not. The PHA made the housing arrangements.

Chairman Adams said that she was very angry and disappointed that she was not informed of this incident by staff. She only found out as Commissioner Watson texted her. Commissioner O'Neill also said that the Board should know about the incident and going forward to correct this. Ms. Boothe said that she wanted to go on record saying that she is absolutely right, and the information should have come from her to let the Board know. She apologizes as there was a lot going on, but she should not have overlooked it. Chairman Adams said that she should designate someone to inform the Board.

Laurie Sandow suggested on an emergency protocol. She also suggested giving the tenants evacuation checklists.

Commissioner Watson said that she commended Ms. Boothe on the work she did and the great communication, but she said that Ms. Boothe should have notified the Board. She herself was there and able to notify other Board members.

Commissioner O'Neill said that by the next meeting he would like to see a plan in place to remedy this in the future.

Ms. Boothe then returned to the rest of her Executive Director's report. Ms. Boothe said we have someone interested in running our laundry rooms, and we are just finalizing the contracts.

We also have finally got a towing company who is interested in towing for us. They got their license through the City of Poughkeepsie. We will get the contract for the next meeting. We will also give our tenants notice so they have time to make sure they are in compliance.

COMMITTEE REPORTS

Building and Security: No report.

Finance: Mr. Shanley presented the financials. In Low Income Public Housing, the net surplus for the month of December is \$80,828.37 and the net surplus year-to-date is \$264,045.12. As of December 31, 2024, we are leased at 109 of 117 for AMP 11 and 224 of 242 for AMP 22, with an overall lease up of 333 of 359.

In Section 8, for the month December, the net deficit is \$30,673.24 and year-to-date, the net deficit is \$112,347.94. As of December 31, we are leased at 83 of 91 for HVC, 54 of 60 for VASH, and 9 of 18 for the Foster Youth to Independence.

Mr. Shanley said that the administration(federal government) had frozen funding on all grants a couple of days ago. They have just lifted it, but it did affect us briefly.

Chairman Adams commented on how we are down 26 units, and she would like to schedule a meeting to see how this number can be changed. Mr. Shanley stated that he checked this morning, and we are down to 23.

Personnel: No report.

Tenant Relations: No report.

CHAIRMAN'S REPORT

Chairman Adams asked when the budget is submitted. Mr. Shanley said it will be submitted after our March meeting. Chairman Adams asked about putting a video on the website, and how that would be paid for. Mr. Shanley replied that it would be a fixed asset, taken out of the Capital Fund. Chairman Adams said that she has been on zoom meetings with different Housing Authorities and their budgets have a publicity and promotions category. The video or promotional items would go into that category. She said that the categories we have had in our budget have been there forever and need to be tweaked. She asked if we were to have a meeting, and wanted to have coffee, where would that go. He said it would go into the general administrative fund. She said that the way the budget is set up so that we cannot provide flowers for a tenant who passed away,

a card for someone who retires, or a cup of coffee for a conference. She would like the budget categories tweaked to include these things so that is transparent.

COUNSEL'S REPORT

Ms. Longcore wanted to thank Chairman Adams for coming to her father's memorial. She also wanted to report that she gave the judgement and warrant to Ms. Boothe for the individual at Swartz and she'll be able to execute that with the sheriff. She expects him to file an order to show cause.

OLD BUSINESS

None

NEW BUSINESS

Commissioner Watson informed the Board that there is a Choice Neighborhood event on February 8th at both Thurgood Marshall Terrace and Martin Luther King Jr.

TENANT PARTICIPATION

None

ADJOURNMENT

The meeting was adjourned at 6:01 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of February 12, 2025.

Jacquetta Brown, Secretary