

POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the January 14, 2026 Annual Meeting

Present: Shirley Adams.
Vincent Brugger
Thomas O’Neill
Felicia Watson
Terriciana Brown
Robin Johnson
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 14, 2026 at 5:15 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

December 10, 2025/Regular Meeting: Commissioner Brugger made a motion to put the minutes on the floor. Commissioner J. Brown seconded. Motion passed unanimously. Commissioner Watson made a motion to accept the minutes. Commissioner J. Brown seconded. Motion passed unanimously.

December 15, 2025/Special Meeting: Commissioner J. Brown made a motion to put the minutes on the floor. Commissioner Brugger seconded. Motion carried. Commissioner Watson made a motion to accept the minutes. Commissioner O’Neill seconded. Motion carried.

TENANT and PUBLIC PARTICIPATION

Laurie Sandow, a city resident, and Richard Distel, the city planner, were in attendance. Ms. Sandow said that the postal service has changed the way it is post marking the packages, and this could affect the Section 8 applications for the open waiting list. Ms. Boothe explained that the open waiting list is for the city. Ms. Sandow also said the Dutchess County Legislature with the being a majority of dems, they will be forming new committees

ELECTIONS OF OFFICERS

Chairman: Commissioner Watson nominated Commissioner Adams. Commissioner Brown seconded. Commissioner Adams was voted in as Chairman.

Vice-Chairman: Commissioner Brown nominated Commissioner Brugger. Commissioner O'Neill nominated Commissioner Watson. Commissioner Brugger seconded Commissioner Watson and declined the nomination. Commissioner Watson was voted in as Vice-Chairman

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

Treasurer: Commissioner Watson nominated Commissioner Johnson. Commissioner J. Brown seconded. Commissioner Johnson was voted in as Treasurer.

Assistant Secretary-Treasurer: Commissioner Brown nominated Commissioner Brugger. Commissioner T. Brown seconded. Commissioner Brugger was voted in as Assistant Secretary-Treasurer.

RESOLUTIONS

Resolution 2026-01 Including MLK & TMT in RFQ Seeking a Development Partner

Under the Choice Neighborhood Grant Program: Commissioner Watson made a motion to put the resolution on the floor. Commissioner Brown seconded. Motion passed. Commissioner O'Neill stated that all the issues they had seemed to have been addressed. Commissioner Watson made a motion to accept the resolution. Commissioner Brown seconded the motion. Motion carried.

COMMITTEE REPORTS

Building and Security: Commissioner Watson said that she spoke with a resident at MLK regarding the laundry rooms. Commissioner J. Brown said that they do not take singles. Commissioner Watson said they want another option such as machine to take quarters or a credit/debit. Ms. Boothe said that she would reach out to the laundry company. Commissioner Johnson said that the residents are requesting additional salting at Hudson as it is slippery and there is black ice. It is making it difficult for the kids to get on the bus.

Finance: Mr. Shanley presented the financials. In Low Income Public Housing, the net deficit for the month of December is \$225,929.26 and the net surplus year-to-date is \$157,261.10. Most of this is due to NY State Retirement cost of \$204,920.19 and City of Poughkeepsie Water and Sewer cost of \$87,729.63. As of December 31, 2024, we are leased at 114 of 117 for AMP 11 and 238 of 242 for AMP 22, with an overall lease up of 352 of 359. As of today, we are leased at 115 of 117 and 239 of 242 for an overall leasing of 354 of 359.

In Section 8, for the month of December, the net deficit is \$123,920.45 and year-to-date, the net surplus is \$16,058.90. This is due to HUD HAP recapture of \$108,371.10 and NY State Retirement of \$11,772.37. As of December 31, we are leased at 86 of 91 for HVC, 57 of 60 for VASH, and 9 of 18 for the Foster Youth to Independence. Vice-

Chairman Watson said that we are looking at this optimally. She asked if this is the way it has always been done. Chairman Adams said that we are supposed to have committee meetings which we should be starting on this in the new year. Mr. Shanley said that he is working on the budget and a big part of that is putting out an RFP for insurance.

Personnel: No report.

Tenant Relations: No report.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe reported that Office of Aging met with residents at the Martin Luther King Jr. site for an informational session.

She said that would like to set up a meeting with the finance committee to discuss the budget and the building and grounds committee to further discuss the use of the community centers.

Ms. Boothe is going to begin meeting with residents at each site. She plans to hold an afternoon meeting and an evening meeting to accommodate as many residents as possible.

She is in the process of coordinating dates with the Beacon Community team for our next RAD meeting and as she has those dates, she will let the Board know.

Regarding Choice Neighborhood, a draft of the RFQ for a development partner has been sent out to the core team members. They will be hosting a community engagement event on Saturday, February 7. As soon as she has the details, she will send it to the Board members.

CHAIRMAN'S REPORT

Chairman Adams said that she wanted to thank Vice-Chairman Watson for her time in doing the draft of the new By-Laws. Chairman Adams asked her to send it to the entire Board for their review.

She said that we are going to need to get committee meeting dates set.

COUNSEL'S REPORT

Ms. Longcore said she did take a brief look at the By-Laws draft, and it looks good. Commissioner Johnson asked about the Boys and Girls Club contract. Ms. Longcore said that they have a new Executive Director, and she plans to reach out to them. She said that it will be a significant increase to cover the expenses they are incurring. Chairman Adams said that there was an understanding that the Housing Authority would support

them to the extent that it could. They were never looked at as paying full business expense as they were providing a service for the community. Ms. Longcore said this is probably something to be discussed in the finance committee to see how much we can afford to subsidize them. Vice-Chairman Watson asked what happened with Ms. Frank. Chairman Adams said this was discussed in committee meeting, and we came up with some house rules. She said that the space is available, but it must be requested, and no one will have keys.

OLD BUSINESS

Commissioner Brugger said that we will have an issue coming up with Bixby and Charles Street. He said that agreement is expiring.

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 6:03 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of February 11, 2026.

Jacquetta Brown, Secretary