

**POUGHKEEPSIE HOUSING AUTHORITY**  
**Minutes of April 8, 2026 Meeting**

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

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

The Meeting of the Poughkeepsie Housing Authority was held on March 11, 2026, at 5:18 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

**MINUTES**

**March 11, 2026/Regular Meeting:** Commissioner T. Brown made a motion to put the minutes on the floor. Commissioner O'Neill seconded. Motion passed unanimously. Commissioner T. Brown made a motion to accept the minutes. Vice-Chairman Watson seconded. Motion passed unanimously.

**TENANT AND PUBLIC PARTICIPATION**

Commissioner J. Brown said that she has been seeing the tow trucks out again. She also said that residents have been grilling in the hallways at Hudson Gardens.

**RESOLUTIONS**

**Resolution 2026-05 Amended By-Laws:** Commissioner J made a motion to put the resolution on the floor. Commissioner O'Neill seconded the motion. Commissioner Brugger asked if this was the final draft included in the packet. Vice-Chairman Watson said this is not the final draft as this is the one before the typos were corrected. Chairman Adams asked if there was any change in the content and could this approved tonight. Ms. Longcore said that did not think so. Commissioner J. Brown made a motion to accept the resolution. Commissioner T. Brown seconded. Motion carried.

**COMMITTEE REPORTS**

**Building and Security:** Commissioner Adams asked about the apartment at Martin Luther King where there was an issue with defrosting the pipes. Ms. Boothe replied that they were able to get her up and running that day. She said that we are currently looking for a contractor

to correct the issue so we won't have this problem again next year. Commissioner J. Brown said that they have been having issues with parking at MLK. This came up in the resident meeting Ms. Boothe held last Tuesday. The tenants suggested getting rid of visitor parking so give the tenants more space to park. Ms. Boothe said that we were concerned about elderly or handicapped individuals visiting and having to park on the street, so then the suggestion was to reduce visitor parking. It was also suggested that if a tenant has a visitor, they could come to the office to get a pass, but if it was a weekend visit, it could cause a problem. Vice-Chairman Watson suggested given two passes to each lease holder, so they could give it out to their guest. Some board members were concerned that people would take advantage of this.

**Finance:** Mr. Shanley presented the financials for February. The Net Surplus for the month of February is \$56,163.93 and a Net Surplus year-to-date is \$276,743.00. Our gas/heat expense for the month was \$67,861.08. As of 2/28, we are leased at 115 of 117 for AMP 1 and 238 of 242 for AMP 22. Overall, we are at 353 of 359 units leased.

In Section 8, the Net Surplus is \$8,351.94. Year-to-date, our Net Surplus is \$30456.78. We are leased at 85 of 91 for HCV; 58 of 60 for VASH; and 9 of 18 for the Foster Youth to Independence vouchers.

He also reported that we were able to reduce our insurance premium of approximately \$105,000.

Commissioner Brugger said that he wanted to mention that the state is looking at changing Tier 6 in the retirement system. We have 9 Tier 6 employees. Mr. Shanley said that if this goes through, our payment will increase significantly.

**Personnel:** Vice-Chairman Watson said that she would like to go into Executive Session at the end.

**Tenant Relations:** No report.

## **EXECUTIVE DIRECTOR'S REPORT**

Ms. Boothe reported that we had four representatives from HUD here on Monday. They wanted to do a site visit before our NSPIRE inspections. Our NSPIRE inspections for Hudson Gardens, Swartz, and Brady are scheduled for tomorrow and Friday.

She also reported that she had a resident meeting with the PHA ambassador, the Resident Advisory Board meeting. The topics covered were parking, organizing a tenant council, tenant commissioner elections and having them participate with the elections, which will be held on June 6<sup>th</sup>. The next meeting will either be the 2<sup>nd</sup> or 4<sup>th</sup> Tuesday of May and will talk more in depth about the resident council.

She said that she spoke with Beacon Communities regarding setting up the next meeting. After much discussion, the Board decided on May 7<sup>th</sup> at 4:30 pm.

She reported that the Request for Expressions of Interest for a developer partner for Choice Neighborhood went out today and the return date for the proposals will be May 29<sup>th</sup>.

Ms. Boothe said that Mr. Shanley handed out information for the NYSPHADA conference. We had two high school seniors apply for the scholarship.

### **CHAIRMAN'S REPORT**

Chairman Adams said that the Housing Authority is a sponsor of the National Prayer Breakfast being held on May 7<sup>th</sup>. We have a table with five seats.

### **COUNSEL'S REPORT**

Ms. Longcore said that she did speak with Beacon Communities, and she believes they are going to go with the RND zoning request like she suggested but they say they are not planning on any commercial space. She said that if this is something the Board and the tenants want, we are going to have to make this very clear as she does not think it is going to be in their development plans. Commissioner Brugger asked if they do not implement it within a certain amount of time, do they lose it. Ms. Longcore replied that it will be up to what the council resolution says on the rezoning, but yes, they can put a limitation on the length of time that you would have that it would be rezoned for if it's not built.

She also reported that she reached out to the Boys and Girls Club. She has made several attempts to set up a meeting.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Vice-Chairman Watson said that Sean Donovan of Enterprise came speak to members of the Board and the Mayor. He was the Secretary of HUD under Obama. They can provide us with technical assistance and have great resources.

*At 6:07 pm, the Board went into Executive Session. At 6:50 pm the meeting resumed.*

At 6:50 pm, the meeting adjourned.

I hereby certify that the minutes are true and correct and approved at the Meeting of May 13, 2026.

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Jaquetta Brown, Secretary

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