

# GLOVERSVILLE HOUSING AUTHORITY

## Minutes of a Regular Meeting

The Gloversville Housing Authority's Board of Commissioners met in a regular session at DuBois Garden Apartments on Tuesday, November 20, 2018 at 6:00 PM.

**Board Members Present:** John Castiglione, Chairperson  
John Poling, Vice Chairperson  
Marcia Weiss, Secretary  
Gail Ryan, Commissioner  
Amanda Ossenfort, Commissioner  
Diane Sauve, Resident Commissioner

**Others Present:** Anthony Casale, Authority Legal Counsel  
Heather Reynolds, Executive Director

**Staff Present:** Joseph Battaglia, Building Maintenance Supervisor

**Board Members Absent:** Jason Sweeney, Resident Commissioner Unexcused

The Chairperson called the meeting to order at 6:00 PM. The minutes of the regular meeting held in October were presented. The Chairperson asked for a motion to approve the minutes. Mrs. Weiss advised that Mr. Casale was not the Authority's legal counsel, as written in the minutes, but was a guest at the meeting, his contract is effective November 1, 2018. Commissioner Ryan advised that the minutes did state that she was absent from last month's meeting, but it was an excused absence. Commissioner made a motion to approve the minutes. Mr. Poling seconded the motion and it was carried unanimously.

The Chairperson asked if there were any comments from the public. With no comments from the public the Chairperson asked Mr. Poling for the Finance Committee's report. Commissioner Poling advised they had gone over all payments and everything was balanced and verified. He added they also verified the checkbook for October.

The Chairperson presented Resolution No. 769, accounts payable for October 2018. Mrs. Weiss made a motion to adopt Resolution No. 769. Mrs. Ryan seconded the motion and it was carried unanimously.

The Chairperson asked Ms. Sauve, Resident Commissioner, if she had anything to report. Ms. Sauve advised she would like to thank Gloversville's Police and Fire Departments for the work they do. Ms. Sauve also mentioned the parking at both of these developments continues to be a problem as many aides, along with visitors are using the parking lots and the residents cannot park in the lots.

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The Chairperson asked the Executive Director for her monthly report. Director Reynolds reported the occupancy rate was at 98% for October.

Chairperson Castiglione asked Maintenance Supervisor Battaglia for his monthly report. Mr. Battaglia advised they had been busy with snow removal and some of the equipment used for snow removal had to be fixed. Maintenance has been busy getting empty apartments ready for leasing and they had some sewer issues that needed their attention. The smoke detector installation is nearing completion.

There was no report from Tenant Relations Assistant, Mrs. Lizio, she did not attend the meeting.

Mrs. Weiss asked what equipment had to be repaired. Mr. Battaglia advised a snow blower and the plow had to get fixed. Mrs. Weiss asked if they do preventative maintenance of the equipment. Maintenance Supervisor Battaglia stated yes we do.

Chairperson asked for a motion to go into Executive Session to discuss pending litigation. Commissioner Weiss made a motion to go into Executive Session. Mr. Poling seconded the motion and it was carried unanimously. The Board went into Executive Session at 6:06 PM to discuss pending litigation.

The Chairperson asked for a motion to reconvene the regular meeting. Mrs. Weiss made a motion to resume the regular meeting. Ms. Sauve seconded the motion and it was carried unanimously. The meeting reconvened at 8:00 PM.

With no further business to discuss the Chairperson asked for a motion to adjourn. Mrs. Weiss made a motion to adjourn. Ms. Sauve seconded the motion and it was carried unanimously. The meeting adjourned at 8:00 PM.

  
Marcia Weiss, Secretary