

GLOVERSVILLE HOUSING AUTHORITY MINUTES OF SEPTEMBER 2022 MONTHLY MEETING

SEPTEMBER 12, 2022

The Gloversville Housing Authority's Board of Commissioners met at its monthly meeting that was held at the Gloversville Housing Authority, 141 West Street on September 12, 2022 at 6:00p.m.

Board Members Present:

John Poling, Commissioner
Ellen Anadio, Commissioner
Gail Peters, Commissioner
Sherry Courtney, Resident Commissioner

Others Present:

Anthony Casale, Authority Legal Counsel
Bryan Goldberger, Authority Labor Counsel
Jason Mazur – Executive Director

Commissioner Poling called the meeting to order at 6:01 p.m. All present stood for the Pledge of Allegiance followed by a moment of silence.

Commissioner Poling conducted a roll call memorializing the presence of the above-named individuals and noted the resignation of Brenda Leitt.

Commissioner Poling opened the floor for public comment, and with there having been no speakers, the board proceeded with the agenda.

Commissioner Poling opened the floor for announcements of commissioners and introduced newly appointed Commissioner Gail Peters. Peters indicated that she has lived locally for a long time, having raised four children and ten grandchildren and indicated that this is the first board on which she has served. Attorney Casale welcomed Peters to the board.... Commissioner Anadio made a motion nominating Commissioner Poling as the new Chairperson of the Board of Commissioners and Commissioner Peters seconded the nomination. There was no further discussion and said motion was approved by a vote of 4-0 in favor.....Attorney Casale called for nominations for Vice Chairperson of the Board of Commissioner and Commissioner Poling nominated Commissioner Anadio, with Commissioner Peters having seconded the nomination. There was no further discussion and the motion was approved by a vote of 4-0 in favor.....Attorney Casale noted that the board still need to fill the officer appointment of Secretary and that he was hopeful that Commissioner Hawkins would be willing to accept a

nomination and that perhaps the Board should wait until the next meeting to make this nomination as Commissioner Hawkins is not present tonight to accept said nomination and that she should have the opportunity to be heard.....Attorney Casale stated that he received unfortunate news earlier in the day that the Resident Commissioner Frank Ward passed away. Unfortunately, no additional details were available. Commissioner Poling confirmed with Mazur that there would be a special election to fill Commissioner Ward's seat.

Commissioner Poling indicated the intention to hold the Annual Meeting on Monday September 26 at 6pm. Attorney Casale asked for a motion. Said motion was made by Commissioner Anadio and seconded by Commissioner Peters. There was no further discussion and said motion was approved a vote 4-0 in favor.

Commissioner Poling noted that he spoke with Mazur about updating the authorized signatory for GHA checks and that Leitt will be removed and that authorized signatories will be himself, Anadio and Hawkins.....Poling asked Mazur to speak about the ELOCK . Mazur indicated that this the platform we use to draw from our capital program. It has all of our financial information and the platform needs to be updated at least every ninety days. It is important that we stay on top of this and that it does not get lost in the shuffle as it will be problematic if we cannot access funds.

Commissioner Poling indicated his intention to meet with Mazur twice each week to sign checks and he confirmed that the Mazur had contact information for new commissioners.

Poling inquired as to when the board members will receive the budget. Attorney Casale indicated that the bylaws require the board to have the budget at least seven days prior to the Annual Meeting. Casale added that the reason that the budget had not been already circulated and the reason that the annual meeting is not being tonight is because the account is presently sick with COVID. Mazur indicated that the budget was almost complete prior to the sickness leave and everything should be ready in time for the September 26 meeting.

Poling stated that there will be a new Resident Commissioner to fill Ward's vacancy and he inquired about the status in filing the Leitt's vacancy. Attorney Casale indicated that he had communicated with Mayor DeSantis about filling the board seat, but he did not know if the mayor was making the appointment scheduled for tomorrow. Commissioner Anadio indicated that he was not on the Common Council agenda about this. Attorney Casale indicated that he also read the Common Council agenda and that there was no mention of any GHA appointment. ... Poling emphasized the importance of having a full board and that participation from a full board is ideal and necessary. Poling also stated that this will make the committee assignment process more smooth in nature and that committee appointments will be made in the near future.

Poling opened the floor for Old Business, and with there being none, the board moved on with its agenda.

The Executive Director's report was provided by Jason Mazur. We did see a change in occupancy in the month of August. A couple of people moved out of DG and we are in the process of readying these units. With regard to the towers, we are continuing to struggle to fill

efficiency units. Also, we seem to have units becoming available either due to moving or due to death of a tenant, at about the same rate that we are able to occupy vacancies at the towers. Tomorrow our rep from HUD will be here tomorrow to give advice about the PIC system that is used to track occupancy levels. Poling asked if there was a concern or red flag. Mazur indicated that this is a concern for sure but that this is a routine visit and that he is also visiting other PA's in the area... Regarding the paving project, the Smith group had a change in personnel. The new representative was here last week to meet with Joe to try and coordinate where we are going to start. We had hoped to be further along with the winter season ahead. Safety issues such as problem areas on sidewalks will be the first priorities. We are looking into replacing the Gray truck. If we can find something that we can put a plow on and salt spreader. In the next few months, we are hoping to do this.Same for the lawn mower in the spring, we need to replace the John Deere tractor. We need to make sure we stay ahead of this type of thing.....JR is retiring at the end of next month. Corbett is our new maintenance man and is doing a good job.

Poling opened the floor for board committee reports, and asked if packets can have an index or page numbers because its sometime hard to find things in the packet. Poling also requested that that the report show year-to-date expenditures and month-to-month occupancy rates.

Chairperson Poling having opened the floor for new business and Attorney Casale presented Resolution 839 regarding monthly vendor invoices and read said resolution into the record as follows: "Whereas the Gloversville Housing Authority's Finance Committee has reviewed the monthly vendor invoices for payment of the financial obligations of the Gloversville Housing Authority for the month of August 2022 and finds all payments on the attached list to be in order. Now therefore be it resolved, the Board of Commissioners of the Gloversville Housing Authority has reviewed the monthly vendor invoices for payment as set forth on the attached list." Attorney Casale asked for a motion adopted Resolution 839 and said motion was made by Commissioner Anadio and seconded by Commissioner Peters. There was no additional discussion and Resolution 839 was approved by a vote of 4-0 in the affirmative.....Commissioner Poling introduced Resolution 840 accepting the resignation of Brenda Leitt. Commissioner Peters sponsored the resolution and said resolution was seconded by Commissioner Anadio. There was no further discussion and Resolution 840 was a approved by a vote of 4-0 in favor.

Commissioner Poling asked whether there were any requests for Executive Session and Attorney Casale indicated that there was not.

A motion to adjourn the meeting was made by Commissioner Anadio and seconded by Commissioner Peters, with said motion having carried by a vote of 4-0 in the affirmative. The meeting was adjourned at 6:26p.m.

Dated:

Lashawn Hawkins, Secretary

