

GLOVERSVILLE HOUSING AUTHORITY MINUTES OF MARCH 2024 MONTHLY MEETING

MARCH 11, 2024

The Gloversville Housing Authority's Board of Commissioners met at its monthly meeting that was held at Dubois Garden Apartments, 181 West Street Gloversville NY on March 11, 2024 at 6:00p.m.

Board Members Present: Ellen Anadio, Commissioner
Gail Peters, Commissioner
Lashawn Hawkins, Commissioner
Ronald Holly, Commissioner
Imari Shaw, Commissioner
Sherry Courtney, Resident Commissioner

Others Present: Anthony Casale, Authority Legal Counsel
Kayla Potter – Executive Director
Bryan Goldberger, Esq. – Authority Labor Counsel

Commissioner Anadio called the meeting to order at 6:00 p.m. All present stood for the Pledge of Allegiance followed by a moment of silence.

Commissioner Anadio conducted a roll call memorializing the presence of the above-named individuals.

Commissioner Anadio opened the floor for public comment:

Lee Horning spoke and stated that his wife is oxygen and that his floor, the 4th floor, always smells like pot.

Joyce Estey spoke and said that she wanted to thank the board for evicting her neighbors and that there is less traffic going in and out. ...She also stated that remains hopeful that the tenants will soon again have heaters in their bathrooms as only the units on the eleventh floor currently have this.

_____ spoke and asked about the status of the furniture for community room. Director Potter replied that it will take approximately three weeks to complete.

Commissioner Anadio opened the floor for Announcements by Commissioners and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Communications and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for old business and with there being none, the board proceeded with its agenda.

The Executive Director's Report was provided by Kayla Potter.

Audits that were expected to be completed in February are now pushed back to to March..... We had some issues with our HVC's and our gem, who administers Section 8. And have the right information. So unfortunately, we're pushed back. Hopefully we'll get our 2020 by the end of this month..... Based off of our audit from Markham's recommendations, I signed with paychecks for our payroll time and attendance, starting April 1st..... We've updated our procurement policy to the federal guidelines and I'm also in the process of preparing RFP's for our fee servicing. So that's the update on our audits, vacancies and move-ins. We're doing really good for March. We're on task for three move-ins at Dubois, four at Forest Hill and three at Kingsboro, which is a wonderful.We hired a contractor that's really on the ball here. He's doing just about two turns a week, which is helping us out tremendously. And I recently received an e-mail from Inspire who contracted with HUD and they do our REAC property inspections. I did a full inspection at Dubois last week. It needs some attention, a lot of issues inside that we would count against us for an inspection, so I'm trying to appeal the inspection date because it was in the month of March - we want to try and push that as far out as we can until we get some things fixed inside the units like holes in the wall and tiles up and you know that sort of thing. Many are small things, but the amount of apartments that have those issues will add up and it's a point system for a Reac inspection, so it will count against us. The only choose 25% of the property but we don't know which ones they're going to choose until that day, so I've actually got the guys running around patching holes now. Just to hopefully prepare that, just in case we can't appeal it. But there are some pretty things that were never addressed and you know our supervisor kind of knew about it. So we're playing catch up with that.Recertifications - we know of 55 tenants who haven't recertified within the last two years so that is another hit on our audits in June. I've put out RFP's for third party recertifications and I included that in the in the agenda that I'd like to go with Certifyme. The contract is for a year and then each resident is assigned an agent to help them through the research unification process. So that will help us get into compliance with the recertifications. And within that year I'm hoping we will get up to date on our move-ins and then we can train our new tenant relations assistant, Toni, who started last week, which she's doing wonderful already. It's a huge asset that we got her.I have a little bit of a miscellaneous update. I'm not sure if everybody's aware, but Sue Fox stepped down from president for the Tenants Association at Forest Hill. I believe they are holding an election to fill the spots so that was a little downer, but other than that, that's all I have for now. Anybody has questions?

Commissioner Anadio opened the floor for board committee reports and with there being none, the board continued with its agenda.

Commissioner Anadio opened the floor for new business and presented Resolution 864 regarding monthly vendor invoices and read said resolution, said resolution reading as following: 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 February 2024 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." A motion was made by Commissioner Holly adopting Resolution 864, and said motion was seconded by Commissioner Peters. There was no additional discussion and Resolution 860 was approved by a vote of 6-0 in the affirmative..... Commissioner Anadio presented Resolution #865 Resolution Updating the Procurement Policy of the Gloversville Housing Authority. A motion was made by Commission Peters to adopt said resolution, with a second to the motion having been made by Commission Holly. There was no additional discussion and Resolution #865 was adopted by a vote of 6-0 in the affirmative. Commissioner Anadio presented Resolution # 866 to Engage Certify Me for Recertifications. A motion was made by Commission Holly to adopt said resolution, with a second to the motion having been made by Commissioner Peters. There was no additional discussion and Resolution #866 was adopted by a vote of 6-0 in the affirmative.

Commissioner Anadio asked for a motion approving the minutes for the meeting held on February 12, 2024.. Said motion was made by Commissioner Holly and seconded by Commissioner Peters. There was no further discussion and the motion was carried by a vote of 6-0 in the affirmative.

A motion was made to go into Executive Session pursuant to Public Officers Law, Section 105(1)(e) for collective bargaining negotiations pursuant to article 14 of the Civil Service Law. Said motion was made Commissioner Peters and seconded by Commissioner Holly. There was no additional discussion and motion was approved by a vote of 6-0 in the affirmative. The executive session commenced at 6:17 pm. A motion was made to end the executive session by Commissioner Shaw and seconded by Commissioner Holly. The motion was carried by a vote of 6-0 and public session resumed at 6:39pm

A motion to adjourn the meeting was made by Commissioner Holly and seconded by Commissioner Shaw. The motion carried by a vote of 6-0 in the affirmative. The meeting was adjourned at 6:40 pm.

Dated:

Lashawn Hawkins, Secretary