

GLOVERSVILLE HOUSING AUTHORITY MINUTES OF THE FEBRUARY 2025 MONTHLY MEETING

FEBRUARY 10, 2025

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 February 10, 2025 at 6:00p.m.

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

Others Present: **Anthony Casale, Authority Legal Counsel**
 Kayla Potter – Executive Director

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:

Susan Fox spoke and stated that the bathroom floors are not being maintained as they should. Often, there is no toilet paper, or no paper towels, or no soap. The hand sanitizers are often empty....Director Potter indicated that it is believed that one of the tenants may be stealing these supplies from the bathroom and the issue will be addressed.

Commissioner Anadio opened the floor for Announcements by Commissioners, 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 board committee reports and with there being none, the board continued 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.

For the month of January we had 8t move-ins and 5 move-outs..... We have been preparing for the 2024 audit and Markham is scheduled for their field visit later this month on the 26th and 20th. Tenant Relations personnel are working on pulling all the files our auditors requested for review. Clyde and I are preparing the documents requested for the review, uploading the records to the Inflow platform used by our auditors..... Building 1, the Unit 2 sewer pipe was replaced and the asbestos tiles are being abated, with work commencing today. The total cost is not yet in but is expected to be approximately \$30k-\$32k...This work should take approximately 5 days, and then they have to do the air testing again. Once air testing has been completed, we can go in and renovate the kitchen and the bathroom. This past Tuesday, I met with the contractor who installed the front doors at both towers. There has been an ongoing issue since the time the doors were installed. The doors are under warranty until April and a claim has been filed. In the meantime, a part has been ordered for a component of the panic doors. It is expected that it will take two weeks for the parts to arrive and then they will be able to determine if the replacement parts solves the problem. If not, we may need to consider other options. ...Regarding grant awards, I added information in the meeting packet. 2021 is 100% obligated. 2022 is 50% obligated with the deadline being in May and 2023 grant awards were recently approved.... Painting - The painting at Kingsboro is still in progress. We want to complete the painting of the hallways before installing the new carpets.... For the. Installs, it is a work in progress. Regarding appliance replacements, we are replacing refrigerators and stoves during the first week in March, starting at Kingsboro and then Forest Hill Towers. This is being paid from capital funds 2022 and 2023. All tenants will receive one, except for units that were replaced within the last year, which are approximately 15. Dubois was not included in this component of the five year plan, as replacements were made in 2019 at Dubois.

Commissioner Holly commented on the flat occupancy rate compared with last month. Director Potter indicated that it is the move-outs that are keeping the occupancy rate flat. We are expecting March to be significant as there will be 6 units at FHT readied for occupancy and approximately 4 at Kingsboro. Attorney Casale has a few evictions pending in Court this month. We continue to have a pretty decent waiting list. At the towers, we are still on the senior waiting list. Once we reach the category near elderly, there are over 100 people on that waiting list. The waiting list is not an issue. It is our move outs. I have been going back and forth with that people who owe money but with the nuisance cases, we simply cannot keep them. A number of move-outs are due to nuisance eviction cases. It is a combination of non-payment and nuisance cases. With tenants that owe past due rent, we try to work with them and not let them get more than 90 days behind. We also offer repayment agreements. We started the process this month for 6 tenants, four of which are for nonpayment and two of which are for nuisance or behavioral reasons.

Commissioner Anadio opened the floor for new business. Commissioner Anadio presented Resolution 884 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 January 2025 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 884, and said motion was seconded by Commissioner Shaw. There was no additional discussion and Resolution 884.

A motion was made by Commissioner Holly to adopt the meeting minutes from the January 2025 monthly meeting, with a second to said motion having been made by Commissioner Hawkins. There was no additional discussion and said motion was ratified by a vote of 6-0 in the affirmative.

A motion to adjourn the meeting was made by Commissioner Shaw and seconded by Commissioner Hawkins. There was no additional discussion and the motion carried by a vote of 6-0 in the affirmative. The meeting was adjourned at 6:18 pm.

Dated:

Lashawn Hawkins, Secretary