POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the November 9, 2022 Regular Meeting

Present:	Shirley Adams, Chairman Vincent Brugger, Vice-Chairman Yvonne Flowers, Member Joseph Krakower, Member
Also Present:	Sandra Boothe, Executive Director Joanna Longcore, Counsel
Absent:	Felicia Watson, Assistant Secretary-Treasurer Jacquetta Brown, Secretary Thomas O'Neill, Member

The Regular Meeting of the Poughkeepsie Housing Authority was held on Wednesday, November 9, 2022 at 5:23 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

September 14, 2022/Regular Meeting: Vice-Chairman Brugger made a motion to put the minutes on the floor. Commissioner Flowers seconded. Motion passed unanimously. Commissioner Flowers made a motion to accept the minutes. Vice-Chairman Brugger seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2022-16 Pest Control Services: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Flowers seconded. Motion passed. Ms. Boothe presented the resolution. The PHA procured by RFP for Pest Control Services. We received three proposals, which were rated and ranked. Pestmaster Services Inc. was ranked and rated the highest. Vice-Chairman Brugger made a motion to approve the resolution. Commissioner Krakower seconded. Motion passed unanimously.

Resolution 2022-17 Roof Replacement at New Hope Community Center: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Flowers seconded. Motion passed. Ms. Boothe presented the resolution. The PHA published a request for sealed bids for a contractor to replace the rood at the New Hope Community Center. We received four bids, with the lowest responsible bid submitted by Page Contracting Corp. for a total bid of $428,000. Vice-Chairman Brugger made a motion to approve the resolution. Commissioner Flowers seconded. Motion passed unanimously.

COMMITTEE REPORTS

Building and Security: Commissioner Krakower said the there is a lot of traffic on the 6th floor. Ms. Boothe said that we would view the cameras. Commissioner Flowers said that she is getting calls regarding the mold due to the radiators turning on. She asked if the residents are told to wipe down the mold. Ms. Boothe said they have not been told but they can be. We can send out a general memo. Commissioner Flowers asked about residents having painting done in their apartments. Ms. Boothe said that they should put in a work order.

Chairman Adams said that we have some updates for vendor selection for RAD. The only thing she would caution about this is that while the committee has a recommendation, the committee still has some vetting to do in terms of references that need to be finalized. This is public meeting, but she would like the PHA to have a discussion with the recommended vendor before a public announcement is made. If that is not possible, she will not bring the subject up at this meeting. They have still not contacted the recommended vendor, but would like the Board to know who was recommended. Commissioner Flowers said that when the vendors showed up, did they have a layout of what they would do. Chairman Adams said that they did not and it was about trying to find the vendor that would work best with the PHA.

Commissioner Flowers said that at some point we need to have a discussion of how the presentations were done. Chairman Adams said that the if the all the Board members were present, it would throw it into a public meeting and that was not what was presented to the applicants. Commissioner Flowers asked if this was an oversight. Chairman Adams replied that it was and was only noticed the day before. Commissioner Brugger said that in the past we have had presentations in work sessions. He said that he showed up, and there were some gentlemen who were very professionally angry that one presenter was taking so much time. Chairman Adams said that we had initially planned to have a meeting after the presentations, with each presentation being 30 minutes, but the first presenter ran long, and the committee felt they had to give each of the presenters equal time so the Board meeting was cancelled. She said that when we looked at the RFP, there was no mention of a public meeting and if any of the applicants had a problem with the public presentation, it could be grounds for appeal. This could set the whole process back six months to a year. It was a hasty decision.

Commissioner Flowers asked if they were ever notified before they did the presentations that a public meeting was not noted in the RFP and could the presenters have signed off allowing this. Ms. Longcore replied that we never made this public. Commissioner Flowers asked that when we left the resident meeting, did no one put out a public notice. Ms. McKenna said that we did put out a notice in paper stating that there would be a meeting at 4:00 pm beginning with presentations followed by the regular meeting items at 5:30 pm.

Commissioner Brugger asked why this couldn't have been done in a work session and why the Board was shut out of the presentations. Chairman Adams said that this was not

the intent. She said that anytime she has been involved with this type of situation, usually it is the only the committee that does the work. This would stay true to the RFP so to prevent appeals. Commissioner Flowers said that she understands but she feels it would have been nice to see the presentations. Chairman Adams said that this was very time consuming and everyone on the committee tried to do their very best. She did not realize that there was going to be a trust issue. When we do union negotiations, the whole board does not participate. They rely on the recommendations. Commissioner Flowers said that she thought that the committee would come back with a recommendation and the Board would see the presentations of the top three. Commissioner Brugger asks why we so quickly have arrived at a decision. Chairman Adams said that it has not been a quick process. She did say that they did not want to risk an appeal on the RFP. Commissioner Flowers asked if this came from legal. Ms. Longcore said that yes, it could be a case for an appeal.

Commissioner Flowers said that the summary should include the strengths and weaknesses of each applicant. She said whatever is submitted to the Board would be foiled. She said that this is going to be questioned. She would like a report of how the decision was made. She asked if the consultant will be at the meeting, but she feels that he should be required to be here. Ms. Boothe asked if the Board would like to schedule a work session. It was decided to schedule a work session for November 30.

Finance: Ms. Boothe reported that the financials are in the packet, and if they have any questions, please feel free to contact Mr. Shanley.

Personnel: No report.

Tenant Relations: Scott Johnson, Hudson Gardens resident, said that in every step of the RAD process, residents are supposed to be included. He did not understand why it should have been a closed meeting. He felt they should have asked the presenters if they would have any objections to this be open to the residents. He felt there was no real concern for the residents and according to HUD regulations, the residents should be included.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe said that the work order summary is in the packet. We will be having our audit this month.

CHAIRMAN'S REPORT

No report.

COUNSEL'S REPORT

There has been no progress on ERAP applications for tenants. The evictions are still on hold, and there has been no word on when the applications will be reviewed.

Commissioner Flowers asked that aren't some of these over a year old. Ms. Longcore said yes. Ms. Boothe said that some of them have made payment arrangements. Others have not paid any rent. ERAP only pays one year, so they will still owe us rent.

OLD BUSINESS

None

NEW BUSINESS

None

TENANT PARTICIPATION

None

ADJOURNMENT

The meeting was adjourned at 6:26 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of December 14, 2022.

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Jaquetta Brown, Secretary