POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the December 14, 2022 Regular Meeting

Present: Shirley Adams, Chairman
Vincent Brugger, Vice-Chairman
Jacquetta Brown, Secretary
Felicia Watson, Assistant Secretary-Treasurer
Yvonne Flowers, Member
Joseph Krakower, Member
Thomas O'Neill, Member

Also Present: Sandra Boothe, Executive Director
Thomas Shanley, Accountant
Joanna Longcore, Counsel

The Regular Meeting of the Poughkeepsie Housing Authority was held on Wednesday, December 14, 2022 at 5:22 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

November 9, 2022/Regular Meeting: Commissioner Brown made a motion to put the minutes on the floor. Commissioner Krakower seconded. Motion passed unanimously. Commissioner Flowers made a motion to accept the minutes. Vice-Chairman Brugger seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2022-18 Purchase of Vehicles: Commissioner Brown made a motion to put the resolution on the floor. Commissioner Krakower seconded. Motion passed. Mr. Shanley presented the resolution. The PHA would like to purchase two vehicles and shopped for bids through the New York State Office of General Services Vehicle Marketplace. The lowest pricing was through Van Bortel Ford Inc. with a price of $61,704.65 per truck. Vice-Chairman Brugger made a motion to approve the resolution. Commissioner Krakower seconded. Motion passed unanimously.

Resolution 2022-19 FY 2023 Agency Plan: Commissioner Brown made a motion to put the resolution on the floor. Vice-Chairman Brugger seconded. Motion passed. Ms. Boothe presented the resolution for our annual Agency Plan, Capital Fund Program, and Five-year Plan. Vice-Chairman Brugger made a motion to approve the resolution. Commissioner Watson seconded. Motion passed unanimously.

At 5:36 pm, Commissioner Brown made a motion to go into Executive Session. Commissioner O'Neill seconded. Motion passed. Meeting resumed at 5:41 pm.

Ms. Longcore, as chairperson for the evaluation committee for the RAD RFQ, prepared a summary and a resolution to proceed to negotiations with the highest ranked firm. This is what was stated in the RFQ. The evaluation committee's work is over, and the Board would take over with the negotiations. If negotiations do not work out, the Board would go to the next highest ranked. Commissioner Brown said that she is uncomfortable with this as the members of the Board are not on the same page. She asked what would be the result if they started the RFQ process all over again. Chairperson Adams said that this would set us back six months to a year. Commissioner Brown asked if they did it over, would the residents be allowed to sit in on the presentations. Chairman Adams replied that this RFQ was out of the HUD playbook. They did not want to risk anything legally. She said that they did not realize the RFQ did not lend itself to public participation.

Commissioner Watson asked for an explanation of the timeline. Ms. Longcore replied that the RFQ was issued in May and the replies were due July 8. The evaluation committee was selected after the RFQ's were received. The proposals were given to all the members of the committee, who then read them and rated and ranked them. They had a meeting to discuss the ranking. She complied the scores to come up with a list. The three highest ranked firms were then contacted and asked to give a presentation. She said that this is when things got dicey because we had initially discussed making those presentations available to the Board and the public to attend. However, when she reviewed the RFQ, it does say that the selection does have to be done by the committee. She was concerned that any firm that was not chosen, could then appeal saying that others may have influenced the decision. It was decided to close the presentations. The committee had another meeting after the presentations, and the scores remained unchanged.

Commissioner Flowers said so the reason why it was not opened is because you did not want the residents asking questions and having it cause a problem. Ms. Longcore said that yes, because of the way it was written. Commissioner Flowers said that is two different things; one having them just watch the presentations and another of allowing them to ask questions. She did not think we were going to allow the residents to ask questions. This is the first time that the Board is hearing this. Chairman Adams said that the presenters had not been informed there would be anyone present other than the evaluation committee.

Vice-Chairman Brugger asked if anyone else at City Hall has reviewed this RFQ. Ms. Longcore said that she did not think this was the case. Chairman Adams said that this a boilerplate RFQ.

Chairman Adams said that the Board is now back in control. Commissioner Flowers said that it changed just before the presentations. Chairperson Adams said that the process was raggedy, but this came up at the last minute. Commissioner Flowers asked if we were going to vote on this at the next meeting. Chairman Adams said that since we have a full board and nothing is going to change, we should move forward. Commissioner Flowers asked if there was a reason the Board is just getting the summary and the resolution now. Ms. Longcore replied she had initially anticipated completing the report

and recommendation by the end of the year, but Chairman Adams informed her today that there would be a full Board tonight and that might not be the case in January, so they wanted to get it out. She said that in regards to the resolution, she is not sure that one is needed. Commissioner Flowers said that if we do not need it, then why are we doing it. Commissioner O'Neill said that this would cut down on any roadblocks or legal impediments in doing what he believes the majority of the Board wants to do.

Vice-Chairman Brugger asked why the Board is not privy to the individual ratings. Chairman Adams said that they could have the ratings. Commissioner Flowers asked if this is public information. Chairman Adams then asked if he meant individual ratings. Vice-Chairman Brugger said that yes, not just the summary. He said that when we do any ranking, the individual scoring has always been included. He doesn't understand why with such a large undertaking; this information is not being provided to the Board. He feels there is an undercurrent.

Commissioner Brown again asked if we could go back out since everyone is not on the same page. Commissioner Watson said that she doesn't feel we should back pedal on the evaluation committee decision. She said that if the Board is not happy with the first choice negotiations, they can always go the second choice. Commissioner Flowers replied that the Board thought that the top three would be chosen by the committee, but that the board would be allowed to hear the presentations. The process to pick the first person was changed. She says people feel that they have been left out of the process and now they are expected to vote on this after only receiving the summary this evening. Chairman Adams asked if they held onto it for two more weeks would it have made a difference. Commissioner Flowers replied that it seems that things are being thrown in front of them, and they are expected to make a decision that same day. She said if a resolution is not required, then it does not need to be voted on. Ms. Longcore said that she was under the impression that the summary should be ready for the January meeting. Chairman Adams said that she asked for the summary for tonight since she knew there would be a full Board. There was no vote on a resolution for the RFQ choice.

COMMITTEE REPORTS

Building and Security: No report.

Finance: Mr. Shanley presented the financials. The Net Deficit for the month of November is $12,743.40 and the Net Surplus Year-to-Date is $322,468.06. As of November 30, we are leased at 110 of 117 for AMP 11 and 233 of 242 for AMP 22, with an overall 343 of 359 units that are leased up.

For the month of November in Section 8, the Net Deficit is $19,913.56. Year-to-date, our Net Surplus is $3,524.32.

As of November 30, we are leased at 85 of 91 for Housing Choice Vouchers; 58 of 60 for VASH; and 9 of 18 for the Foster Youth to Independence vouchers.

Personnel: No report.

Tenant Relations: Commissioner Brown said she is still getting reports of kids playing the parking lot of Boulevard Knolls, and she is also getting complaints of garbage in the hallways of Hudson.

Scott Johnson, Hudson Garden resident, said there is undercurrent with residents. After the meeting we had before the presentations with the residents, why wouldn't anyone think that the residents would not want to be included. He felt slighted at the time of the presentations when he was told he was not allowed to be present. He read in the HUD regulations, that residents should be included in the entire process. He said he feels that there has been better communication on smaller things, and this is big. The residents have felt excluded from this process. Commissioner Watson asked if we could do a town hall meeting. Chairman Adams again reiterated that there was a misstep, but now that it is in the hands of the Board now as it is outside of the RFQ process. Scott Johnson said that HUD strongly suggests that the Board considers the recommendation of the residents.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe said that the work order summary is in the packet. The auditors were here last week and they are in the process of completing our audit.

CHAIRMAN'S REPORT

No report.

COUNSEL'S REPORT

No report.

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 January 11, 2023.

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Jaquetta Brown, Secretary