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

Present:	Shirley Adams, Chairman Felicia Watson, Assistant Secretary-Treasurer @ 5:25 pm Jacquetta Brown, Secretary Yvonne Flowers, Member @ 5:25 pm Joseph Krakower, Member Thomas O'Neill, Member
Also Present:	Sandra Boothe, Executive Director Thomas Shanley, Accountant Joanna Longcore, Counsel
Absent:	Vincent Brugger, Vice-Chairman

The Regular Meeting of the Poughkeepsie Housing Authority was held on Wednesday, September 14, 2022 at 5:24 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

August 10, 2022/Regular Meeting: Commissioner Brown made a motion to put the minutes on the floor. Commissioner Krakower seconded. Motion passed unanimously. Commissioner Brown made a motion to accept the minutes. Commissioner Krakower seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2022-13 Payment Standards of Fair Market Rents: Commissioner Brown made a motion to put the resolution on the floor. Commissioner O'Neill seconded. Motion passed. Ms. Boothe presented the resolution to set our Payment Standards for the Section 8 Housing Choice Voucher Program at 110% of the published Fair Market Rents. Commissioner Brown made a motion to approve the resolution. Commissioner Krakower seconded. Motion passed unanimously.

Resolution 2022-14 Flat Rent: Commissioner Brown made a motion to put the resolution on the floor. Commissioner Krakower seconded. Motion passed. Ms. Boothe presented the resolution to set the flat rents to comply with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent. Commissioner Watson made a motion to approve the resolution. Commissioner O'Neill seconded. Motion passed five to one.

Resolution 2022-15 Contract for Process Server: Commissioner Brown made a motion to the put the resolution on the floor. Commissioner Watson seconded. Motion passed. Ms. Boothe presented the resolution. We recently advertised an RFP for Process

Server Services. We received two proposals. Guaranteed Processing Services was ranked the highest. Commissioner Brown made a motion to accept the resolution. Commissioner Watson seconded. Motion passed unanimously.

COMMITTEE REPORTS

Building and Security: Commissioner Flowers asked about the roof at the New Hope Community Center. Ms. Boothe said that the architect expects to have the bid documents out within the week. Commissioner O'Neill said that Ms. Boothe should be in contact with our attorney to make sure that the A/E company is following the contract.

Commissioner Brown asked about the problem tenants at Brady. Ms. Boothe said that we are currently in the court process with them.

Finance: Mr. Shanley presented the financials. In Low Income Housing, the Net Surplus for August is $15,016.42 and the Net Surplus Year-to-Date is $340,349.65. For August, we are leased at 112 of 117 for AMP 11 and 236 of 242 for AMP 22. Overall, we are leased at 348 of 359.

In Section 8, for August the Net Surplus is $11,091.72 and the Year-to-Date Net Surplus is 48,919.23. For August, we are leased at 82 of 87 for Housing Choice Vouchers, 57 of 60 for VASH, and 9 of 18 for the Foster Youth to Independence vouchers.

Personnel: No report.

Tenant Relations: Commissioner Brown asked about the Pest Control. Ms. Boothe replied that we received three responses to the RFP and they are currently being reviewd. Commissioner Brown said that she would like rodent bait traps in the crawl spaces but was told that they would be put outside. Ms. Boothe said that they can make sure that is in the contract when is drawn up.

EXECUTIVE DIRECTOR'S REPORT

Ms. Boothe said that we were awarded an additional four housing choice vouchers.

CHAIRMAN'S REPORT

Chairman Adams said that they had their first round of reviews of the RFQs for RAD Developer Partner. Each submission was ranked, and it was narrowed down to three. These three have been invited to make presentations on 10/12 starting at 4:00 pm. We still have plans to have the resident meeting at 6:00 pm on September 21 at the Administrative Office.

COUNSEL'S REPORT

OLD BUSINESS

None

NEW BUSINESS

None

TENANT PARTICIPATION

Annette Hubbard, a resident of 8A15, spoke of issues with mold.

ADJOURNMENT

The meeting was adjourned at 6:23 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of October 12, 2022.

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Jaquetta Brown, Secretary