POUGHKEEPSIE HOUSING AUTHORITY
Minutes of the March 8, 2023 Regular Meeting

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

The Regular Meeting of the Poughkeepsie Housing Authority was held on Wednesday, March 8, 2023 at 5:21 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

February 8, 2023/Annual Meeting: Vice-Chairman Brugger made a motion to put the minutes on the floor. Commissioner Watson seconded. Motion passed unanimously. Commissioner Watson made a motion to accept the minutes. Commissioner Krakower seconded. Motion passed unanimously.

RESOLUTIONS

Resolution 2023-06 FY2024 Federal Operating Budget: Vice-Chairman Brugger made a motion to put the resolution on the floor. Commissioner Krakower seconded. Motion passed. Mr. Shanley presented the budget for Fiscal Year 2024 Federal Operating Budget. Vice-Chairman Brugger made a motion to accept the resolution. Commissioner Krakower seconded. Motion passed unanimously.

Resolution 2023-07 Vacated Arrears Write Offs: Commissioner Watson made a motion to put the resolution on the floor. Commissioner Krakower seconded. Motion passed. Ms. Boothe presented the resolution to do the annual write off of vacated arrears in a total amount of $152,251.22. This large amount is due to the rent moratorium as some tenants stopped paying rent when it went in to effect. We will try to collect on these debts. Commissioner Krakower made a motion to approve. Commissioner Watson seconded. Motion passed unanimously.

Resolution 2023-08 Change Order for Additional Work for Roof at New Hope Community Center: Commissioner Krakower made a motion to put the resolution on

the floor. Commissioner Watson seconded. The Board had previously approved a contract with Page Contracting Corp to replace the roof at the New Hope Community Center. This resolution is for additional work to include replacing the ceiling tiles and lighting fixtures inside the community center for an amount not to exceed $39,040.00. Commissioner Krakower made a motion to approve. Chairman Adams seconded. Motion passed unanimously.

Resolution 2023-09 Contract for Replacement of Gymnasium Floor at New Hope Community Center: Commissioner Krakower made a motion to put the resolution on the floor. Chairman Adams seconded. Motion passed. Ms. Boothe presented the resolution. We advertised this project and received two proposals. Milburn Flooring submitted the lowest responsible bid with an amount of $86,980.35. Commissioner Krakower made a motion to approve. Chairman Adams seconded. Motion passed unanimously.

Resolution 2023-10 A/E Services for Heating, Cooling, and Exhaust System: Chairman Adams made a motion to put the resolution on the floor. Commissioner Krakower seconded. Ms. Boothe said that HUD recommended we look at the possibility of having cooling systems installed in all our sites. This resolution is for an A/E firm to upgrade the heating, cooling, and exhaust capabilities at all apartment units at Thurgood Marshall Terrace, Martin Luther King Jr. Garden Apartments, Dr. Joseph Brady Garden Apartments, and Phillip Allen Swartz Apartments. We received two proposals and LAN Associates was ranked and rated the highest. The price for the contract is $86,700.00. Commissioner Krakower made a motion to accept the resolution. Chairman Adams seconded. Motion passed unanimously.

Resolution 2023-11 Financial Control Policy: Chairman Adams made a motion to put the resolution on the floor. Commissioner Krakower seconded. Due to a HUD recommendation and our auditors' recommendation, we are creating a financial control policy. Commissioner Watson asked if counsel had reviewed it. Ms. Longcore replied that she had not. It was decided to table the resolution to counsel could review. Commissioner Krakower made a motion to table the resolution. Chairman Adams seconded. Motion passed unanimously.

COMMITTEE REPORTS

Building and Security: Commissioner Krakower reported that the staff did a good job at snow removal and making the sidewalks safe at Swartz. Scott Johnson said that he had some citations issued so that we can get some abandoned cars removed. Vice-Chairman Brugger asked if Captain Wilson could come to a meeting. Ms. Boothe said that she would ask him.

Finance: No report.

Personnel: No report.

Tenant Relations: No report.

EXECUTIVE DIRECTOR'S REPORT
Ms. Boothe said that she would like to request a special meeting on our work session night as we have a few more resolutions to be done before the end of the month. She also wanted to let the Board know the NYSPHADA spring conference is April 17-19, 2023 at Turning Stone Casino.

CHAIRMAN'S REPORT
Chairman Adams said that she has reviewed the RFP for Legal Services for RAD and wants to make sure the Board has review so that it can go out.

COUNSEL'S REPORT
Ms. Longcore said that she would make sure she reviewed the Financial Policy before the next meeting.

OLD BUSINESS
No report.

NEW BUSINESS
No report.

TENANT PARITICIPATION
Laurie Sandow, a city resident, said that she has requested minutes from the first two resident meetings for RAD and has not received them. Chairman Adams said that she would look into it.

ADJOURNMENT

The meeting was adjourned at 6:02 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of March 8, 2023.

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Jaquetta Brown, Secretary