POUGHKEEPSIE HOUSING AUTHORITY
Minutes of July 9, 2025 Meeting

Present:	Shirley Adams, Chairman Vincent Brugger, Vice-Chairman Jacquetta Brown, Secretary Terriciena Brown, Member
Absent:	Felicia Watson, Treasurer Thomas O'Neill, Assistant Secretary-Treasurer Robin Johnson, Member
Also Present:	Sandra Boothe, Executive Director Thomas Shanley, Accountant Joanna Longcore, Attorney

The Meeting of the Poughkeepsie Housing Authority was held on July 9, 2025, at 5:29 p.m. at the Administrative Office located at 4 Howard Street, Poughkeepsie, NY 12601.

MINUTES

June 11, 2025/Regular Meeting: Commissioner J. Brown made a motion to put the minutes on the floor. Vice-Chairman Brugger seconded. Motion passed unanimously. Commissioner J. Brown made a motion to accept the minutes. Vice-Chairman Brugger seconded. Motion passed unanimously.

TENANT AND PUBLIC PARTICIPATION

None

RESOLUTIONS

None

Mr. Folscher went over the list of maintenance charges for damage caused by residents. Chairman Adams asked if $200 was the price for interior or exterior doors. Mr. Folscher replied that it is for interior doors. Vice-Chairman Brugger said that he thought the price was low for damage to walls.

Commissioner J. Brown asked if a maintenance man goes in and sees damage, what do they do. Mr. Folscher replied that the maintenance worker would create a work order for the work. Ms. Boothe said that we also have yearly housekeeping inspections, and if a maintenance worker sees a housekeeping issue, we will have tenant relations go in then also.

Vice-Chairman Brugger asked about damages due to pets. Mr. Folscher said that while damage to doors is included, we did not include damage to floors. He said that we would

charge for materials and a labor cost of $35 per hour. Chairman Adams asked about people who do not pay their maintenance charges. Ms. Boothe replied that they get a statement with charges and if they do not pay, we can terminate their lease. Ms. Longcore added that we can get a lease termination for not paying fees for a long time but it is a harder termination.

Commissioner J. Brown asked if we could get this sent to all the residents and let them know that their lease can be terminated if they do not pay the fees. Ms. Boothe replied that she was going to do this as long as the Board approved the costs. Chairman Adams said we need to internally decide on what length of time of non-compliance would result in lease termination. Commissioner J. Brown said that we should include the length of time should be included in the notice for the tenants.

Vice-Chairman Brugger said that we really need to enforce not tampering with smoke detectors as it is a health and safety issue. Chairman Adams said this should be a no tolerance policy.

Commissioner J. Brown suggested that this be put in the move-in packet and the recertification packet and make the resident sign it. It was decided that "prices may be subject to change' should be added in case there is price increase between recertification.

Chairman Adams asked if they are taking the batteries out. Mr. Folscher said that they are completely removing the smoke detectors and putting them somewhere else. Chairman Adams said that we should be fining them. Ms. Boothe said that there is a fine of $25 for removal. It was decided to add a separate line for smoke detector removal and the fine will be $100.

Commissioner T. Brown asked if we could have meetings at each site to go over the new charges.

At 5:59 pm, Commissioner J. Brown made a motion to adjourn due to an impending lack of quorum. Vice-Chairman Brugger seconded the motion.

The meeting was adjourned at 5:59 p.m.

I hereby certify that the minutes are true and correct and approved at the Meeting of July 9, 2025.

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Jaquetta Brown, Secretary