

**MINUTES
ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 13, 2013 at 2:00 P.M.
200 SOUTH PEARL STREET**

Call to Order: The Chair called the meeting to order at 2: 05 pm

Roll Call Present

Absent

Victor Cain (Chair)
Paul Mancino (Vice-Chair)
Rev. James LeFebvre
Richard Tucker
Melvenia Jenkins
Paul Mance
Agnes Jackson (arrived after Action Calendar was complete)

6 members were present for votes on Action Items, constituting a quorum.

Staff: Steven T. Longo, Executive Director, Peter Ragsdale, Deputy Director; Joseph M. Brennan, General Counsel; Chiquita D'Arbeau, Employee Relations Manager;

Others: Alberta Chamblis

2. Community Forum:

Ms. Chamblis expressed concern over the Police Training at Ida Yarbrough and asked about the status of discussions between AHA and the NAACP.

3. Reading and approval of the minutes of the previous meeting held April 8, 2013

Motion to Approve by: Commissioner Mancino;
Second by Commissioner Jenkins
All in Favor
The Minutes were approved as presented

4. Action Calendar

05-13-18 Approval to send 11 staff members to Philadelphia, PA. from June 9th - June 12th to attend a Tenmast National User Conference. Amount totaling \$13, 461.58 for the Hotel stay and Conference. Attendance is necessary as we will have a first major Tenmast upgrade which effects Section 8, Applications, and Public Housing and Tax Credit staff. Upgrade is scheduled for September 2013. The conference has 2 days of hands on training and is the closest location to AHA.

- Cost of Training: \$695.00 PP
- All will drive to location
- All will stay at the same hotel

Motion to Approve by: Commissioner Mancino;
Second by Commissioner Jenkins
All in Favor
The Chair declared the Resolution passed

Resolutions 19, 20, 21 & 22, having been previously considered via telephonic poll, were read and considered together

05-13-19 Approval to award Contract #03-2013-5 for Repair of Flood Damage at 200 South Pearl Street to the low bidder MasterSeal of Albany, Inc. for \$67, 500.00 pending approval of Housing Authority Insurance. (Ratified)

2nd Bid: \$113,390.00, Wainschaf Associates, Inc.

3rd Bid: \$210,112.56 Quick Response Commercial, LLC.

05-13-20 Approval to award Contract #03-2013-4.1 for Carpet and Linoleum Tile Replacement in Flood Damaged Areas 200 South Pearl Street to Mohawk Valley Carpets, LLC for \$41,100.00 pending approval of Housing Authority Insurance. (Ratified)

2nd Bid: \$47,800.00, Flooring Environment, Inc.,

3rd Bid: \$48,600.00, Landmark Flooring.

05-13-21 Approval to award Contract #03-2013-4.2 for Carpet Replacement in Non-Damaged South Wing, 200 South Pearl Street to Mohawk Valley Carpets, LLC for 41,100.00. (Ratified)

2nd Bid: \$47,800.00, Flooring Environment, Inc.,

3rd Bid: \$53,600.00, Landmark Flooring.

05-13-22 Approval to enter contract with Natural Gas and Electricity provider for transportation and consumption services for Natural Gas and Electricity to AHA properties. (Vendor to be determined based on pricing refresh and current market conditions) This RFP process is coordinated by Ameresco Inc. as AHA's energy performance contractor and coordinator for natural gas and electricity procurement. Pricing is valid in for 24 hour periods and will be executed to the provider offering the best value for AHA. (Ratified)

Motion to Approve 19, 20, 21 & 22 by: Commissioner Mancino;
Second by Commissioner Mance
All in Favor
The Chair declared the Resolutions passed

05-13-23 Approval to enter into a three (3) year contract with highest scoring firm, Gallivan Corporation for AHA's Lawn Maintenance. This contract will cover existing AMP's requirements in the annual amount of \$142,966.46 for the contract term May 14, 2013 thru May 13, 2016 with 2 additional – 1 year options to extend contract.

Ancillary services incorporated into this contract on an as needed basis include:

1. One (1) cu. yd. of "Dark"/"Midnight" mulch:
Cost: \$43.10
2. Tree removal services:
Cost: \$280
3. Aeration per Acre
Cost: \$324
4. Hydro seeding per acre;
Cost: \$1,973
5. Shaping of existing shrubbery at all sites:
Cost: \$4,547
6. Spring & Fall Clean Outs at all sites:
Cost: \$14,067

Results of the RFP, evaluation scores, the 1 and 3 year proposal amounts are as follows:

	Vendor	Score Out of a Possible 100 Pts.	1 year proposal Amount	3 year Proposal Amount
1 st	Gallivan, Corporation	93.2	\$142,966.46	\$428,899.38
2 nd	Lawn Pro	90.8	\$157,430.00	\$472,290.00
3 rd	T&P Lawn and Landscape	69.9	\$199,160.00	\$597,480.00
4 th	Hitchcock Building and Grounds	67.3	\$121,290.00	\$363,870.00
5 th	Superior Landscaping	62.4	\$216,229.00	\$648,687.00
6 th	Premier	51.6	\$162,760.00	\$488,280.00
7 th	A Cut Above Landscaping	67.3	\$165,750.00	\$497,250.00

Mr. Brennan and Mr. Longo provided additional information concerning communications received concerning the evaluation process and additional review of the evaluation process in light of those communications.

Motion to Approve by: Commissioner Lefebvre;
 Second by Commissioner Mance
 All in Favor
 The Chair declared the Resolution passed

05-13-24 Whereas HUD has encouraged the adoption of smoke free policies in multifamily housing rental assistance programs and the Center for Disease Control has found that prohibiting smoking in all U.S. subsidized housing would lead to cost savings of about \$521 million a year, (\$341 million in Health Care costs, \$108 million in renovation costs, and \$72 million in smoking related fire costs) the 56 units under construction titled South End Phase III and the 22 units under construction at Academy Lofts on Swan Street shall be totally smoke free and Management shall establish smoke-free housing policies for those units that comply with all applicable fair housing and civil rights requirements.

Motion to table by: Commissioner Tucker;
 Second by Commissioner Mance
 Father Lefebvre abstained
 All others in Favor

The Chair declared the Resolution tabled

5. **Reports of Committees:** There were no Committee reports
6. **Unfinished Business:** No Unfinished business was considered
7. **New Business:** No new business was considered
8. **Bills and Communications:** No bills or communications were discussed
9. **Report of the Executive Secretary**
 - A. **Monthly Management Report**

Mr. Longo reported:

- a. Following the concerns voiced by residents at Ida Yarbrough Homes with regard to the Police training that was conducted there in February & March, Jay Cunningham, Director of Security, attended 2 community meetings to provide background; answer questions on behalf of AHA; and receive concerns and suggestions from the community.

AHA is aware of a petition being circulated via social media to have HUD ban all police training at all Public Housing sites on a national basis. AHA feels this would be an over reaction and a mistake. AHA recognizes that errors were made in the process to notify residents living in units within sight of the unoccupied units where the training occurred, but this should not result in a total ban of all police tactical training which is necessary in modern society. AHA has been working with the NAACP on a MOA that would address some community concerns but there has been no agreement on final terms of such an MOA. AHA is willing to assure that no police training will be conducted in the future at sites which include occupied units and to assume full responsibility to notify the community in advance of any training. The Board expressed support for those principals and instructed management that no MOA relating to police training at

AHA sites should be signed by anyone on behalf of AHA without prior approval of the Board.

- b. There was a Ground breaking for the Academy Lofts project. Construction there is well under way and the project is expected to be completed before the end of the year.
- c. There was a Ground breaking for the Campus South Community Center Project. Pile driving for the foundation is scheduled to begin this week and to last approximately 3 weeks. AHA has taken steps to notify area residents of the noise and inform them about the project.
- d. Ground breaking for Phase III of the South End Rehabilitation Project is scheduled for June 13th. AHA's partner, Omni Development, is taking the lead in the ground breaking ceremony. That project has been under way for a couple of months. All of the site excavation is complete; foundations are complete at all sites; and structures are underway at some sites. Charges for disposal of soil considered by the landfill to be contaminated have exceeded expectations by nearly \$500,000.
- e. Historic Albany gave awards to AHA recognizing the rehabilitation of 11 Ten Broeck Place and the "King Building".
- f. The New York State Preservation League has also given AHA an award in recognition of its overall efforts.
- g. HUD has evaluated AHA as a High Performing PHA. As a result, AHA qualifies for certain restricted programs and will receive a \$200,000 bonus.

B. Monthly Financial Report (Deputy Director)

Mr. Ragsdale provided a report of current finances and provided graphs depicting the performance of each of the Federal Developments; each of the Component Units; and the Section 8 program. The Federal Program and the Component Units currently have comfortable margins of net income over expenses. Because of the "Sequester" the Section 8 program has suffered significant cuts in funding and is currently running at a very narrow margin of net income over expenses. There

are reports of many PHAs around the country finding it necessary to cut \$8 programs back. AHA has so far been able to avoid such action without resorting to layoffs by taking steps such as moving staff out of the department to other areas of need.

C. Items for Advisement and Discussion

Bank Balance as of 5/9/13

10. Adjournment – No other business remaining to be conducted, the Chair declared the meeting adjourned at 2:59 pm

NEXT MEETING:

Monday, June 10, 2013 @ 2:00 p.m.

200 South Pearl Street, Albany, New York 12202