

MINUTES
ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
Monday, September 9, 2013 at 2:00 P.M.
200 South Pearl Street
Albany, New York 12202

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

1. Roll Call	Present	Absent
	Victor Cain (Chair) Paul Mancino Rev. James LeFebvre Richard Tucker Melvenia Jenkins Paul Mance Agnes Jackson	

7 members were present, constituting a quorum.

Staff: Peter Ragsdale, Deputy Director; Joseph M. Brennan, General Counsel; Chiquita D'Arbeau, Employee Relations Manager [Steven T. Longo, Executive Director, not present – in Washington DC for PHADA Legislative Conference.]

Others: None

2. **Community Forum:** None

3. **Reading and approval of the minutes of the previous meetings held August 12, 2013 and August 16, 2013**

Motion to Approve the August 12 Minutes by: Commissioner Mancino;
Second by Commissioner Tucker
All in Favor
The Minutes were approved as presented

Motion to Approve the August 16 Minutes by: Commissioner Mancino;
Second by Commissioner Jenkins
All in Favor
The Minutes were approved as presented

4. Action Calendar

Each item was read by Father Lefebvre with Mr. Ragsdale providing background

- 09-13-40** Approval to enter into 3 year, Firm Fixed Price contract including 2 – 1 year options to renew with incumbent vendor Cornerstone Telephone, Inc. of Troy, NY for copper elevator, sprinkler, alarm and phone line service in the monthly amount of \$3,361.88 per AHA RFP #0025-C-13-007.
2nd Low Bidder: Tech Valley Communications, Inc. Albany, NY\$4,101.25

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

- 09-13-41** Approval to enter into 3 year, Firm Fixed Price contract including 2 -1 year options to renew, with incumbent vendor Tech Valley Communications, Inc. of Albany, NY for VOIP telephone service over PRI T1 for AHA in the monthly amount \$275.00 per AHA RFP #0025-C-13-007
2nd Low Bidder: Cornerstone Telephone, Inc., Troy, NY \$388.95/mo.

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

- 09-13-42** Approval to award contract #05L-2013-10 for Building 5 demolitions to the low bidder, WPNT Construction, LLC. in the amount of \$299,000 (Ida Yarbrough low).
2nd Bidder: Dan's Hauling and Demolition Services, Inc. \$499,000
3rd Bidder: Standard Demolition Services, Inc. \$582,450

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

- 09-13-43** Approval to send one AHA employee to Pittsburgh, Pennsylvania on October 17th thru October 18, 2013 for the Annual Passive House Conference (see attached for details). Approximate cost is \$1200.00 plus per diem.

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

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

There was no Management report in the absence of the Executive Director

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 FAAS report will be submitted on time.

The annual audit of the Federal Program will begin in October

C. Items for Advisement and Discussion

Mr. Brennan advised that Requests for Bids in connection with the Roof & Masonry work and the EFIS work for the renovation of 34 Morton Avenue as part of the **Replacement Housing Factor Plan** have been issued and Bids are due back next week. Because of time constraints it may be necessary to poll the Board for approval to award the contracts prior to the October meeting.

D. Bank Balance as of 9/5/13

11. **Adjournment** – There being no further business to conduct, the meeting was declared adjourned at 2:35 pm

NEXT MEETING:

Monday, October 21, 2013 @ 2:30 p.m.

200 South Pearl Street, Albany, New York 12202