

MINUTES

**ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS ORGANIZATIONAL MEETING
Tuesday, April 12, 2016
200 South Pearl Street
Board Room**

1. Roll Call
- | <u>Present</u> | <u>Absent</u> |
|------------------------|---------------|
| Michael Whalen | |
| Kelly Kimbrough | |
| Father James Lefebvre | |
| Linda Mallory Mitchell | |
| Mark Bobb-Semple | |
| Melvena Jenkins | |
| Mary Ann Hines | |

The meeting was called to order at 2:43 pm

7 commissioners were present, constituting a quorum

Staff: Steven T. Longo, Executive Director; Chiquita D'Arbeau, Deputy Director; Joseph M. Brennan, General Counsel; Andréa West, Personnel Administrator;

Others: None

2. Community Forum: None

3. Reading and approval of the minutes of the previous meeting held March 8, 2016

Motion by Commissioner Jenkins;
Second by Commissioner Kimbrough,
All agreed.

4. Action Calendar

Father Lefebvre read each Resolution and Mr. Longo provided explanation

04-16-05 Authorization to enter into a monthly contract with ADP for 15 time clocks and to amend Board Resolution #10-15-38 to reflect the additional \$11,299.05 over the initially asked amount of \$37,909.73 totaling \$49,208.78. This monthly charge is a "Subscription" and AHA may terminate at any time. After one year, if time clocks continue to streamline the payroll process as tests have shown, then AHA will approach ADP to purchase the time clocks at a prorated amount. (RATIFY).

Motion to approve by: Commissioner Bobb-Semple
Second by: Father Lefebvre
In Favor: All
Opposed: None
The Resolution was approved

04-16-06 Approval to submit 2016-17 and Annual Plan to the Department of Housing and Urban Development.

Motion to approve by: Commissioner Kimbrough
Second by: Father Lefebvre
In Favor: All
Opposed: None
The Resolution was approved

04-16-07 Approval to award Contract #05H-2016-1 to the lowest bidder, Mohawk Valley Carpet, LLC, to provide and install Ground Floor Flocked Tile Flooring at Ida Yarbrough HR, in the amount of \$46,500.00. 2nd Bid: Landmark Flooring, Inc.: \$53,900 3rd Bid: Ted's Flooring: \$71,600.00.

Motion to approve by: Father Lefebvre
Second by: Commissioner Mitchell
In Favor: All
Opposed: None
The Resolution was approved

04-16-08 Approval to award Contract #0025-C-16-001 for Occupied Apartment Painting to as follows:

Lot #1: Creighton Storey Homes in the amount of \$72,950.00 to Masterseal, LLC

Lot #2: Nutgrove Garden Apartments in the amount of \$54,390 to Fred Hamilton Contracting, Inc.

Lot #3 Eagle Court and Jared Holt in the amount of \$26,500.00 to Masterseal, LLC

Motion to approve by: Commissioner Bobb-Semple
Second by: Commissioner Mitchell
In Favor: All
Opposed: None
The Resolution was approved

5. Reports of Committees: The Youth Committee met to consider AHA's involvement in and support for Summer Youth Programs affecting resident and neighborhood youth. The Committee expects to receive formal proposals from PAL, the Boys & Girls Club and by the City of Albany Parks and Recreation Department and to present resolutions to approve contracts at the May meeting. The Committee feels that AHA could benefit from engaging potential sponsors of summer camps at an earlier point next year and will make an effort to accomplish that.
6. Unfinished Business: None
7. New Business: None
8. Report of the Executive Secretary:
 - A. Monthly Management Report: Mr. Longo reported:
 - a. The Section 8 Program received a Notice from HUD that HUD foresees a shortfall in current funding resulting in placement of AHA on a list imposing oversight by HUD. A "Triage" call was held to determine necessary steps to avoid running out of funds. HUD projects that with these steps by this time next year there will be a credit in the section 8 funds.

- b. The Authority has determined that the Lincoln Square site is not economically viable due to its age and maintenance expense. AHA is enlisting Reno & Cavanaugh to assist in the preparation and submission of an application for HUD approval of a plan to demolish and dispose of the site. This is consistent with the South End Neighborhood Plan which initially called for the demolition of the high rise buildings and replacement of those units. The South End Revitalization projects effectively replaced the units that will be lost, but there has never been funding to demolish the existing buildings. The plan to be submitted for HUD approval will address funding for demolition and relocation of the residents.
- c. The condition and age of the elevators at 1 Lincoln Square require the installation of a new elevator to assure the safety of the residents while waiting HUD's approval for demolition.
- d. The Authority has been negotiating terms of exercising its option to extend the current contract for elevator maintenance and service with Otis Elevator for an additional year and hopes to have that complete within the next couple of weeks.
- e. HUD has issued information concerning the "Streamlining" of operations which will provide regulatory relief to help compensate for reduced funding. Ms. D'Arbeau discussed in general terms the nature of some of the proposals.
- f. HUD has approved additional Moving to Work Agencies and the Authority is considering application for the program. Mr. Longo discussed the general nature of the Moving To Work program

B. Monthly Financial Report - Graphs summarizing the monthly financial report were distributed

C. Personnel Report – None

D. Items for Advisement and Discussion: None

Bank balance as of 4/26/2016 was provided

9. Adjournment – There being no further business, the Chair called for a motion to adjourn; Commissioner Bobb-Semple moved that the meeting be adjourned; Commissioner Mitchell seconded; All agreed and the meeting was the meeting was declared adjourned at 3:35 p.m.

NEXT MEETING:

Tuesday, May 10, 2016 @ 3:00 p.m.

200 South Pearl Street, Albany, New York 12202