

MINUTES

**ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS ORGANIZATIONAL MEETING
Tuesday, August 9, 2016
200 South Pearl Street
Board Room**

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

The meeting was called to order at 3:10 pm

7 commissioners were present, constituting a quorum

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

Others: Tamera Holland, Theresa Daniels

2. Community Forum: Tamera Holland and Theresa Daniels introduced themselves to the board as the new President and Secretary of the Ida Yarbrough Tenants' Association. They stated that they look forward to working with the Board and AHA Management. Chairman Whalen and Mr. Longo expressed their appreciation for having Tenant Associations to work with. Ms. Holland mentioned that the computer in the Community Room needs up-grading and Mr. Whalen asked that Management do what is necessary in that regard.
3. Reading and approval of the minutes of the previous meeting held July 12, 2016
Motion by Commissioner Bobb-Semple;
Second by Commissioner Whalen,
All agreed.
4. Action Calendar
Father Lefebvre read each Resolution and Mr. Longo provided explanation

08-16-37 Authorization to Award Occupied Unit Painting Services contract to Fred Hamilton Contracting, Inc. of Catskill, NY in the amount not to exceed \$165,172.50 at all federal properties, except Robert Whalen development, subject to budget authority.

Authorization to Award Occupied Unit Painting Services contract to Masterseal, Inc. of Clarkesville, NY. in the amount not to exceed \$53,800.00 at Robert Whalen development, subject budget authority.

Authorization to award contract for Occupied Unit Painting Services for the units at the Patroon Street Properties to Fred Hamilton Contracting, Inc., of Catskill, NY. in the amount not to exceed \$11,680.50 subject to budget authority.

Other Participating Vendors:
Colorcode Painting, Clifton Park, NY

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

08-16-38 Authorization to award contract for Occupied Unit Painting Services at all component units managed by Albany Housing Authority to Masterseal, Inc. of Clarkesville, NY, Inc. in the amount not to exceed \$320,300.00 subject to budget authority.

Other Participating Vendors:
Colorcode Painting, Clifton Park, NY.

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

08-16-39 Authorization to Award IFB #0025-C-16-018 for Vacant Unit Painting of 3, 4 & 5 bedroom units and associated AHA approved repair work on an hourly basis, for units owned and managed by AHA, to the following pool of vendors (details attached).

Colorcode Painting (Clifton Park, NY)
Masterseal (Clarkesville, NY)
Zappatanze Painting (Albany, NY)
Fred Hamilton Painting, Inc. (Catskill, NY)

This is an indefinite quantity contract in the amount not to exceed \$250,000 per year (this is an estimate), with 4 consecutive 1 year options to renew.

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

08-16-40 Authorization to extend Refuse and Single Stream Recycling Services to all sites owned and managed by AHA - Contract #0025-C-13-002 with County Waste.

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

08-16-41 Authorization to purchase Lithium Ion hardwired smoke and CO2 detectors (Kidde Model #21010408N) for \$30.24/ each and Lithium Ion smoke alarms (Kidde Model # 21008697) for \$13.37/ each from Vertex and their distributor, City Electric (Minority Business Enterprise) of Oneida, NY. The total cost estimate is \$80,322.41. Both detectors feature 10 year Lithium Ion batteries and are required for commercial dwellings per NYS law passed on January 22, 2015 (attached) and must be installed no later than January 1st 2017.

Kidde Model #21010408N (CO2 and Smoke detector)
2nd low bidder: Grainger \$35.00

3rd low bidder: Home Depot \$44.74

4th low bidder: HD Supply \$44.99

Kidde Model # 21008697 (Lithium Ion smoke alarms)

2nd low bidder: Grainger \$13.58

3rd Low Bidder: Home Depot \$13.74

4th Low Bidder HD Supply \$16.99

At the request of the Executive Director, and upon consensus of the Board, this item was rescinded from the Agenda

- 08-16-42** Approval to award Contract #07-2016-7 Westview Homes Patio Paving to the sole bidder, Adirondack Landscaping Inc., in the amount \$34,000.00 (CFP). 2nd Bidder Solicited: Lawn Pro, unable to bid due to work schedule, 3rd Bidder Solicited: Gallivan Companies, Unable to bid a prevailing rate job. Means Estimate: \$49,472.00.

Motion to approve by: Commissioner Whalen

Second by: Commissioner Jenkins

In Favor: All

Opposed: None

The Resolution was approved

5. Reports of Committees: None.

6. Business:

In response to a question from the Board, Ms. D'Arbeau discussed the status of the Summer Camps sponsored by the Authority.

She, together with Commissioners Kimbrough and Bobb-Semple, did a site visit to the KID program and found it to appear well run and worthwhile. They did not visit the PAL site, but spoke with representatives and were satisfied with the program. They also have received information that the City Basketball program and the summer food program have been successful.

All of these programs are required to submit closing reports before final payment will be approved.

The Commissioners discussed the National Night Out activities and the contributions made by AHA staff and Tenant Associations at various sites. All agreed this is a valuable endeavor and AHA will support it again next year.

7. New Business: None

8. Report of the Executive Secretary:

A. Monthly Management Report: Mr. Longo reported:

- a. The closing for the financing of the first phase of the Ida Yarbrough redevelopment took place and was successful. The Authority was reimbursed for the expenses that it advanced for the project, and also received a portion of its Development Fee. Construction is underway.
- b. The Authority is moving forward with an application for funding for Phase 2 of the Ida Yarbrough redevelopment project.
- c. The Authority is working with the City in an effort to gain control of a site in the South End that could be put to use for the benefit of the neighborhood.
- d. The Authority is working with UAlbany and Trinity to evaluate management of the Capital South Campus Center with hopes to make it even more responsive to neighborhood needs. .

- B. Monthly Financial Report - Graphs summarizing the monthly financial report were distributed and discussed
- C. Personnel Report – None
- D. Items for Advise ment and Discussion:
 - Bank Balance as of 8/2/2016 was provided

Adjournment – There being no further business, the Chair called for a motion to adjourn;

Father Lefebvre moved that the meeting be adjourned
Commissioner Kimbrough seconded;

All agreed and the meeting was the meeting was declared adjourned at
3:52 p.m.

NEXT MEETING:

Tuesday, September 13, 2016 @ 3: p.m.
200 South Pearl Street, Albany, New York 12202