

**MINUTES**

**ALBANY HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
Tuesday, October 11, 2016  
200 South Pearl Street  
Board Room**

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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 3:00 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, Confidential Personnel Administrator

Others: None

2. Community Forum: None

3. Reading and approval of the minutes of the previous meeting held September 13, 2016

Motion by Commissioner Bobb-Semple;  
Second by Father Lefebvre,  
All agreed.

4. Action Calendar

Father Lefebvre read each Resolution and Mr. Longo provided explanation

**09-16-46** RESOLVED, that Authorization to enter into an agreement to Purchase property known as 25 Warren Street from Victory Christian Church for \$225,000 and to execute other documents, necessary to implement the purchase, including an MOU with the City in connection with an application for Restore NY Funds and commitment by ACDA to provide \$135,000 in relation to the project. Final documents shall be subject to approval by the Executive Director and General Counsel. (RATIFY).

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

**10-16-47** Authorization to award Contract #03-2016-10 Storefront Window Glass Replacement at NY 9-3 HR 20 Rensselaer, 200, 220 and 230 Green Street to the lowest responsible bidder: Robinson Hall Architectural Products, Inc. (Schenectady, NY) in the amount of \$30,355.00  
**2<sup>nd</sup> Bidder:** Amazin Glass (Albany, NY), \$39,570  
**3<sup>rd</sup> Bidder** (*Dave's Glass – Delmar, NY declined to submit bid based on work in progress, however based on prior pricing submitted amount would be \$34,520*)  
**4<sup>th</sup> company solicited:** Advance Glass (Watervliet, NY) *declined to submit bid*

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

**10-16-48** Approval to issue Purchase Order to Stants Combustion Associates, Inc (boiler service contractor for Lincoln Park Homes) to re-tube the Unilux boiler per proposal dated October 7, 2016 in an amount not to exceed \$61,900.00

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

**10-16-49** Approval to write-off tenant balances covering the 2<sup>nd</sup> quarter of 2016 in the amount of \$54,264.49.

Capital Woods	\$	4,023.30
South End III	\$	266.00
Ezra Prentice	\$	7,822.22
North Albany	\$	4,906.09
Nutgrove	\$	873.20
Creighton Storey	\$	3,823.25
Federal Properties	\$	32,550.43
<b>Total write off</b>	<b>\$</b>	<b>54,264.49</b>

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

- 5** Reports of Committees None
- 6** Unfinished Business None
- 7** New Business

Mr. Longo informed the Board that he will be asking them to consider approval to close the Waiting List until such time that a reasonable length is reached. The current combined public housing and Section 8 list of applicants stands at approximately 13,000, resulting in a wait of more than 5 years even for applicants with priority status. AHA feels that in spite of information provided by staff, applicants may develop false hope of receiving housing benefits. In addition, administration of such a large list is time consuming and burdensome while serving little useful purpose.

**8. Report of the Executive Secretary**

**A. Monthly Management Report**

- i. The Authority is in the process of developing plans to make cosmetic Upgrades to 260 & 270 North Pearl Street (Ida Yarbrough high-rise)
- ii. The paving projects at Capital Woods and Ezra Prentice sites are nearing completion
- iii. The Authority is proceeding with refinancing bonds issued in 1998 in connection with the purchase of Capital Woods. This will reduce the interest rate and save costs associated with a Letter of Credit currently required as security
- iv. The Authority is in the process of up-grading the sidewalk along the entrance way from North Allen Street into Westview Homes. The new sidewalk will be handicap accessible and increase pedestrian safety. This will necessarily interfere with access by neighbors along Central Avenue to their rear yards and the Authority is working with them to minimize the impact to the extent possible.
- v. New compactors have been installed at 200 Green Street & 3 Lincoln Square.

**B. Monthly Financial Report**

Ms. D'Arbeau provided the Board with preliminary reports depicting year to date income and expenses for the Federal Developments; the component Units; and the Section 8 Program. There were no questions.

C Personnel Report      None

D. Items for Advisement and Discussion      None

E. Bank Balance as of 10/7/2016

**9 Adjournment**

There being no further business, Father Lefebvre moved to adjourn, Commissioner Bobb-Semple Seconded; all agreed and the Chair declared the meeting adjourned at 3:49 pm

**NEXT MEETING:**

Tuesday, November 8, 2016 @ 3:00 p.m.  
200 South Pearl Street, Albany, New York 12202