

**MINUTES**  
**ALBANY HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS MEETING**  
**Monday, June 9, 2014 at 2:30 PM**  
**200 South Pearl Street**  
**Albany, New York 12202**

---

**Call to Order:** The Chair called the meeting to order at 2:32 pm

-----

1. <b>Roll Call</b>	<b>Present</b>	<b>Absent</b>
	Victor Cain (Chair)	
		Paul Mancino (Vice-Chair)
	Rev. James LeFebvre	
	Richard Tucker	
	Melvena Jenkins	
	Paul Mance	
	Agnes Jackson	

6 members were present, constituting a quorum.

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

**Others:** None

**2. Community Forum:** None

**3. Reading and approval of the minutes of the previous meeting held February 10, 2014**

Motion to Approve the May 12, 2014 Minutes by Commissioner Mance;  
Second by Commissioner Lefebvre  
All in Favor  
The Minutes were approved as presented

**4. Action Calendar**

Each of the items below was read by Father Lefebvre and discussed prior to a motion for action as indicated

**05-14-20** Approval to adopt the Smoke-Free Housing policy recommended by the Policy Committee.  
(Copy attached)

By consensus the motion was tabled for consideration at the next regular meeting of the Board at which all Commissioners are present or the September meeting, Whichever first occurs.

**06-14-22** Review and approval of the 07/01/14 - 06/30/15 Federal Program budget.

Mr. Ragsdale provided an explanation of the proposed budget and responded to questions.

Motion to approve by Commissioner Tucker  
Second by Commissioner Lefebvre  
All in Favor  
The Chair declared the Resolution passed

**06-14-23** Approval to award Lincoln Park Square Contract #04-2014-3 for Roof Repairs at 1 & 3 Lincoln Square to the low bidder Skyway Roofing Inc., located at 1268 Broadway, Albany, NY 12206 for \$39,574.00. 2<sup>nd</sup> Bid: James A. Edgar Roofing, Inc. for \$46,660.00 3<sup>rd</sup> Bid: Mid-State Industries, Ltd. for \$68,800.00

Motion to approve by Commissioner Tucker  
Second by Commissioner Jackson  
All in Favor  
The Chair declared the Resolution passed

**06-14-24** Approval to send Melissa Shea to Foundations of Payroll training and certification, to be held in San Antonio, TX on July 7-11, 2014. The total cost is approximately \$1,945.00. This training will provide Melissa Shea a Fundamental Payroll Certification.

Motion to approve by Commissioner Jackson  
Second by Commissioner Mance  
All in Favor  
The Chair declared the Resolution passed

**06-14-25** Approval to award contract for the demolition of 64 Lark Street and 63 Broad Street to the low bidder, Dan's Hauling, Wynantskill, NY, in the total amount of \$46,000.00, contingent upon issuance of a variance from DOL Regulations relating to Asbestos Abatement due to the unsafe condition of the buildings. 2<sup>nd</sup> low bidder, WPNT Construction, Inc., Selkirk, NY (\$55,000.00); 3<sup>rd</sup> low bidder, Cristo Demolition, Inc., Albany, NY (\$67,150.00)

Motion to approve by Commissioner Jackson  
Second by Commissioner Lefebvre  
All in Favor  
The Chair declared the Resolution passed

**06-14-26** Approval to lease a vehicle for the Executive Director to replace expiring lease of 2011 Ford Edge at or less than current payment of \$399.58.

Motion to approve by Commissioner Jackson  
Second by Commissioner Lefebvre  
All in Favor  
The Chair declared the Resolution passed

**5. Reports of Committees** None

**6. Unfinished Business:**

The Personnel Committee has not yet met to consider a plan to authorize the Executive Director to authorize staff training that he deems necessary & appropriate to maintain a skilled & knowledgeable workforce for the day to day operation of the Authority without prior approval of the board but subject to board oversight.

**7. New Business:**

The Chair added the following resolution to the agenda:

06-14-27 Approval to contract with Albany Police Athletic League to operate a 4 week summer camp for youth who reside at various AHA developments in the North areas of Albany as well as youth from properties in the South End subject to such reasonable accounting requirements as management may deem appropriate. AHA's contribution will be \$25,000.

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

**8. Bills and Communications:**

Ms. D'Arbeau informed the Commissioners that they are invited to attend 2 Fathers' Day events that the Authority will be hosting on Saturday, June 14<sup>th</sup>:

At Noon at the KID location in Arbor Hill  
At 5:00 p.m. at 200 South Pearl Street

The Authority is also hosting a Home Ownership information session on Wednesday, June 11 at 200 South Pearl Street Community Room.

The Board recognized and congratulated Ms. D'Arbeau on attaining her Bachelor of Arts degree, achieved while working full time for the Authority and raising two children.

Mr. Longo distributed flyers for a "Meet and Greet" to be held for James Thomas, the new Executive Director for the Capital South Campus Center, to be held at AHA June 12<sup>th</sup> from 5:30 to 7:00 pm

**9. Report of the Executive Director:**

**A. Monthly Management Report**

Mr. Longo reported:

- Capital South Campus Center
  - We expect construction to be complete and the building turned over June 15<sup>th</sup>
  - AHA has been awarded a CIF grant of \$750,000 to complete the kitchen
    - We intend to issue competitive bids for this work
  - SUNY has awarded \$475,000 to the project for an ATTAIN Lab
  - The Nano Tech College is considering a grant to install a "Clean Room"
  
- Swan Street
  - We feel a Laundromat at 45 Swan St. would improve the quality of life in the neighborhood, but AHA cannot afford to build one at this point, so we are working to find a private business to rent the space and install a Laundromat as a private enterprise.
  - We are also hoping that a sign shop will locate in one of the commercial spaces and bring another private business to the neighborhood.

- Ida Yarbrough Redevelopment
  - We plan to re-submit an application to NY HCR's Unified Funding 2014 early round for funding for Ida Yarbrough Redevelopment Phase One.
  - We also plan to submit a new application to NY HCR's next regular round for Unified Funding for Ida Yarbrough Redevelopment Phase Two.
  - In the meantime we are proceeding with the demolition of Buildings #10 & 11 to prepare the site for redevelopment. In that connection, the contractor has encountered a structurally unstable condition that makes removing asbestos located in the crawl spaces of the added peaked roofs hazardous. The contractor is in the process of applying to DOL for a variance that would permit demolition of the building without prior removal of the asbestos.
  - The Authority is working to relocate tenants whose apartments are in the vicinity of the demolition work.

### **B. Monthly Financial Report (Deputy Director)**

Mr. Ragsdale discussed the FY 2015 Federal Budget; together with the Balance Sheet, Graphic reports on YTD Income v Expenses for the Federal Developments; Patroon; Component Units & Section 8. The most significant factor for AHA finances has been and continues to be reduction in subsidy. The FY 2015 Budget reflects anticipated increase in subsidy compared to FY 2014, but still approximately 89% of FY 2012 subsidy levels. The Section 8 finances are tight, but stable.

### **C. Items for Advisement and Discussion**

- **Bank Balance as of 05/07/14**

- 10. Adjournment** – There being no further business, the Chair declared the Meeting Adjourned at 3:20 PM

**NEXT MEETING:  
Monday, August 11, 2014 @ 2:30 p.m.  
200 South Pearl Street, Albany, New York 12202**

