



VILLAGE OF GREENPORT HOUSING AUTHORITY

236 Third Street • Greenport, NY 11944
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HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA

April 25, 2023 at 5:00 PM

1. Informational Update:

VOUCHER/HAP PROGRAM

- a) 6 recertifications and 5 interims were performed for March 2023.
- b) 1 voucher holder's participation was terminated due to the family's failure to request a fair hearing.
- c) One family ported and is searching for housing.
- d) 2 families that were issued vouchers leased up on 4/1/2023.
- e) 1 family was issued a voucher and will lease up 5/1/2023.
- f) Balance of VGHA HAP Checking account as of 3/31/2023 is: \$8,990.00.
- g) Balance of VGHA Admin Checking account as of 3/31/2023 is: \$52,775.56.
- h) Balance of VGHA HAP Savings account as of 3/31/2023 is: \$17,827.07.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) Balance of 213 Center Street Checking account as of 2/31/2023 was: \$43,313.64.
- b) Balance of 278 2nd Street checking account as of 2/31/2023 was: \$12,181.16.

2023 Monthly Projected Income:

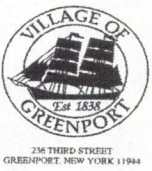
| | |
|--------------------------------------|-------------------|
| 278 2 nd St, Unit # 1 | \$1,475.00 |
| 278 2 nd St, Unit # 2 | \$1,125.00 |
| 278 2 nd St, Unit # 3 | \$1,275.00 |
| Total 278 Total Rental Income | \$3,875.00 |
| 213 Center St | \$1,125.00 |

3. Resolutions:

- a) MOTION – to approve the minutes of the March 28, 2023 Board Meeting.
- b) MOTION – to ratify March 2023 accounts payable for the Housing Authority totaling \$107,735.08.
- c) MOTION – to ratify March 2023 accounts payable for 213 Center Street totaling \$1,467.65.
- d) MOTION – to ratify March 2023 accounts payable for 278 2nd Street totaling \$4,989.64.

4. Next meeting will be held on Tuesday, May 30, 2023 at 5:00pm.

5. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES

The regular monthly meeting was held on March 28, 2023.

Those present were: Tina Finne, Marilyn Corwin, Inga Van Eysden, Christopher North, Stephen Gaffga and Asha Gallacher: Meeting was called to order by board member Tina Finne at 5:01 pm.

1. Section 8 Housing Update:

- a) 7 recertifications and 2 interims were performed for February 2023.
- b) One voucher holder's participation was terminated due to the family's failure to request a fair hearing.
- c) The VGHA's decision to terminate one voucher holder's participation was upheld by the Hearing Officer due to the family committing program violations.
- d) Balance of VGHA HAP Checking account as of 2/28/2023 is: \$ 9,325.00.
- e) Balance of VGHA Admin Checking account as of 2/28/2023 is: \$52,726.65.
- f) Balance of VGHA HAP Savings account as of 2/28/2023 is: \$17,512.77.

2. Community Development:

- a) 278 2nd Street #2 refrigerator evaporator coil was replaced.
- b) 278 2nd Street #1 lease with the rental increase of \$100 commenced on 3/1/2023.
- c) 278 2nd Street #3 lease with the rental increase of \$100 commenced on 2/1/2023.
- d) 213 Center Street's fence that was replaced will be painted.
- e) Balance of 213 Center Street Checking account as of 2/31/2023 was: \$43,313.64.
- f) Balance of 278 2nd Street checking account as of 2/31/2023 was: \$12,181.16.
- g) Discussed the problem of people gathering behind 278 2nd Street who are drinking and disturbing the residents. Specifically, the female tenants feel unsafe when they walk past them to enter the building, and the tenants report noise and general disturbances associated with people drinking. Stephen Gaffga mentioned that there was discussion of installing brighter streetlights in the Adams' Street parking lot. Another option would be to plant arborvitae to eliminate the area on the curb where the people congregate and drink. Another option would be to install motion sensor lights on the house; however, there was concern that this option would inconvenience the tenants.

3. Resolutions:

- a) MOTION – was made to approve the minutes of the February 28, 2023 Board Meeting. Tina Finne made motion; Marilyn Corwin carried.
- b) MOTION – was made to ratify February 2023 accounts payable for the Housing Authority totaling \$104,972.54. Tina Finne made motion; Christopher North carried.
- c) MOTION – was made to ratify February 2023 accounts payable for the 213 Center Street totaling \$1,075.09. Tina Finne made motion; Inga Van Eysden carried.
- d) MOTION – was made to ratify February 2023 accounts payable for 278 2nd Street totaling \$5,379.68. Tina Finne made motion; Marilyn Corwin carried.

4. Next meeting will be held on Tuesday, April 25, 2023 at 5:00pm.

5. Tina Finne made motion to adjourn, Marilyn Corwin carried. Meeting adjourned at 5:21pm.

Respectfully submitted by Tina Finne, Board Chairperson

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - March 2023

| Account Description | REVENUE: 213 Center | REVENUE: 278 2nd Street | 5,000.00 | 50.00 |
|---|-----------------------------|---|--------------------|--------------------|
| | 213 Center | UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3 HOUSE | | |
| Rent | \$ 1,125.00 | \$ 1,125.00 \$ 1,275.00 | | |
| Late Fees/Credits | \$ 50.00 | | | |
| TOTAL REVENUE | \$ 1,175.00 | \$ 1,125.00 \$ 1,275.00 \$ 3,875.00 | | \$ 5,050.00 |
| EXPENSES: | EXPENSES: 213 Center | EXPENSES: 278 2nd Street | | |
| | 213 CENTER | UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3 - 8328 HOUSE - 8590 RE/8361 SW | | |
| Utilities | | | | |
| Electric | \$ 71.08 | | \$ 25.94 | |
| Water/Sewer | \$ 60.84 | | \$ 640.05 | |
| Propane/Heating Oil | \$ 199.54 | | | |
| Propane/Heating Oil | \$ 256.81 | | \$ 439.63 | |
| Admin | | | | |
| Salaries & Benefits (Asha, Robert, Paul) | \$ 571.38 | | \$ 1,714.14 | |
| Payment Agreement to Village | | | \$ 1,000.00 | |
| Total | \$ 1,159.65 | | \$ 3,819.76 | \$ 2,285.52 |
| | 213 CENTER | UNIT 1 UNIT 2 UNIT 3 HOUSE | | |
| Maintenance Repairs/Other | | | | |
| Van Etten Plumbing | | 450.00 | | |
| Hands Fuel Co | | | \$ 150.00 | |
| JP McHale Pes Mgmt | \$ 308.00 | | \$ 44.88 | |
| Mattituck Enviro Services | | | \$ 525.00 | |
| Pine Oaks Landscaping | | | \$ 719.88 | |
| Total Expenses | \$ 308.00 | \$ 450.00 \$ - \$ - \$ - | \$ 1,169.88 | |
| | \$ 1,467.65 | 278 2nd STREET | | |
| MONTHLY FINANCIAL SUMMARY | 213 CENTER | | | |
| Interest Earned | | | \$ 3,875.00 | |
| Total Revenue | \$ 1,175.00 | | \$ 4,989.64 | |
| Total Expenses | \$ 1,467.65 | | \$ (1,114.64) | |
| NET REVENUE | \$ (292.65) | | | |
| EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES | \$ (292.65) | | | |