

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
January 26, 2016

1. Informational Update:

HOUSING

- a) 8 recertifications and 8 interims were performed.
- b) 2 vouchers leased up and moved in 1/1/2016.
- c) #43VC relinquished voucher as of 12/31/15.
- d) #10HAP will be porting to Lancaster County Housing Authority as of 2/1/16.
- e) Units #1VC, 9VC, 33VC and 20VC failed inspections. Landlords have 30 days to make repairs. As of 1/5/16, repairs have been completed on 1VC, 9VC, 33VC.
- f) Village of Greenport Board approved nomination of Karen Jimenez to HA Board by Village Board Resolution # 12-2015-22.
- g) HUD is conducting a nationwide study to measure the amount and sources of error associated with determinations of eligibility and tenant rent in HUD-assisted housing programs and to collect information about utility allowance subsidies. A HUD representative will be coming to the VGHA on 1/22/16 to conduct their study.

COMMUNITY DEVELOPMENT

- a) .

2. Resolutions:

- a) MOTION – to accept the Village of Greenport nomination of Karen Jimenez to the Housing Authority Board.
- b) MOTION – to approve minutes December 1, 2015.
- c) MOTION – to approve 2016 legal service agreement for Nina JG Stewart.
- d) MOTION - to ratify accounts payable for January 2016 totaling \$75,200.12.
- e) MOTION – to approve accounts payable for February 2016 totaling \$_____ (see below):

Voucher Program February 2016 MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (Units)	\$.00
OFFICE EXPENSES	\$
ATTY FEES	\$
PORT FEES	\$58.30
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMP BENES)	\$
TOTAL	\$

- f) MOTION – to ratify accounts payable for January 2016 for 213 Center Street totaling \$3,065.70 and 278 2nd Street totaling \$5,962.62.
- g) MOTION to approve accounts payable for February 2016 for 213 Center Street totaling \$_____ and 278 2nd Street totaling \$_____ (see below):

Community Development February 2016 MONTHLY EXPENSES

213 Center Street

Beginning Balance 1/1/16	\$
Village Electric	\$
Village Water	\$
Salary Reimb	\$142.80
TOTAL EXPENSES	\$
Approx Ending Balance	\$

278 2nd Street

Beginning Balance 1/1/16	\$
Payment for 278 2 nd St	\$1,000.00
Electric	\$
Water	\$
Salary	\$428.40
TOTAL EXPENSES	\$
Approx Ending Balance	\$

Rental Income

Income	
278 # 1	\$1240.00
278 # 2	\$1125.00
278 # 3	\$1125.00
213 Center	\$1125.00
TOTAL	\$4,615.00

3. Next meeting date: **Tuesday, February 23, 2016** at 5:00 PM.
4. Motion to adjourn.



236 THIRD STREET
GREENPORT, NEW YORK 11944

Village of Greenport Housing Authority Regular Board Meeting

MINUTES 12/1/2015

The regular monthly meeting was held on Tuesday, 12/1//2015. Meeting was called to order at 5:05 pm by Tina Finne, Chairperson. Those present were: Robert Brandt, Asha Gallacher, Tina Finne, Valerie Shelby, Marilyn Corwin, Scott Mangham and resident Diana Gordon.

1. Resolutions:

- a) Motion was made by Tina Finne to approve minutes of October 27, 2015 and second by Valerie Shelby. Motion carried.
- b) Motion was made by Tin Finne to approve accounts payable for December 2015 totaling \$73,325.19 second by Valerie Shelby. Motion carried.
- c) Motion by Tina Finne to approve accounts payable for December 2015 for 213 Center Street totaling 299.04 and 278 2nd Street totaling \$2209.17. Second by Marilyn Corwin. Motion carried.

2. Section 8 Housing Update:

- a) 5 recertifications and 2 interims were performed.
- b) An HQS Record Audit was performed by HUD representative, Norman Murphy on 11/20/2015. Asha was commended on the orderliness of her records. There were 2 minor issues concerning inspection problems which were then taken care of.
- c) HAP Checking account was moved from Capital One to Bridgehampton National Bank.
- d) Two new vouchers were issued this month. The HA now has a total of 6 families with vouchers searching for housing.
- e) It was discussed that families are able to search for housing outside of the village of Greenport.

3. Community Development Update:

- a) Pine Oaks landscaping performed the fall cleanup of 278 2nd Street.
- b) 213 Center St Checking account was moved from Capital One to Bridgehampton National Bank.
- c) Darryl Bloxon has submitted estimate of \$1250 for work on 213 Center Street to replace rotting balusters and to prime and paint fence. He has also submitted an estimate of \$1600 for work on 278 2nd Street consisting of installing a closet and repairing the bathroom ceiling in unit#1 as well as painting a ceiling and replacing the entry lock set on unit#3
- d) It was discussed that we need to get 2 estimates.

4. Discussion

- a) Tina Finne asked if there have been any issues with bed bugs with any of our clients. One problem was reported.
- b) Because of privacy issues, the regular meeting was suspended and went into executive session.
- c) Executive session ended and regular meeting continued.
- d) It was decided that the date of our next monthly meeting will be January 5, 2016.
- e) Valerie Shelby made motion to adjourn second by Marilyn Corwin. Motion carried.
- f) Meeting adjourned at 6:11pm

Respectfully submitted by: Marilyn Corwin, Secretary