

MINUTES OF THE  
March 12, 2013  
TOWN OF HUNTINGTON HOUSING AUTHORITY  
BOARD MEETING

The regularly scheduled Board Meeting of the Town of Huntington Housing Authority ("THHA") was held on the 20<sup>th</sup> day of February. The meeting was called to order at 7:00 p.m. by Chairman Bob Fonti in the community Room at 5 Lowndes Avenue, Huntington Station, NY.11746

ROLL CALL:

There was a roll call and the following were present:  
Commissioners Barry Lites- Commissioner Tracie Marrow- Commissioner John Perri

Absent- Barry Turk

Also present were: Siela A. Bynoe, Executive Director-Paul E. Levitt, Legal Counsel

READING AND APPROVAL OF MINUTES:

Minutes of the January 29 and February 20, 2013 Board Meetings were reviewed and approved the motion was offered by Commissioner Fonti and seconded by Barry Lites.  
Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

1. The construction activities at Gateway Gardens were discussed – specifically as it related to the conditions of the windows- flooring and lighting fixtures. The Board was advised that meeting was scheduled with D&F on March 18, 2013.
2. The Board was notified regarding the HUD Sequestration funding cuts for both the HCV program and the PH programs.

RESOLUTIONS

Motion to impose a one day furlough for full time administrative staff for the month of April. offered by Commissioner Fonti and seconded Commissioner Marrow.  
Commissioner Perri voted Naye- Vote carries with three in favor and in opposition.

Motion to approve the employment contract for the Executive Director for a two year period maintaining all existing conditions from the previous contract - with the exception of a monetary increase due to the HUD Sequestration funding cuts. The Board will reconvene and discuss a monetary increase once the funding level is restored. Motion was offered by Commissioner Marrow and seconded by Commissioner Fonti- vote Carried unanimously.

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECUTIVE SESSION

NEW BUSINESS

OLD BUSINESS:

ADJOURNMENT:

Motion by Bob Fonti seconded by John Perri voted carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Dated:



Secretary

4/9/13  
Date

MINUTES OF THE  
January 29, 2013  
TOWN OF HUNTINGTON HOUSING AUTHORITY  
BOARD MEETING

The regularly scheduled Board Meeting of the Town of Huntington Housing Authority ("THHA") was held on the 29<sup>th</sup> day of January. The meeting was called to order at 6:08 p.m. by Chairman Bob Fonti in the Administrative Offices of the Town of Huntington Housing Authority located at 1A Lowndes Avenue, Huntington Station, NY. 11746

ROLL CALL:

There was a roll call and the following Commissioners were present:  
Commissioners: John Perri - Barry Lites and Tracie Marrow

Absent- Barry Turk

Also present were: Siela A. Bynoe, Executive Director-Paul E. Levitt, Legal Counsel

READING AND APPROVAL OF MINUTES:

- ❖ Minutes of the December 19, 2013 meeting was offered for approval- motion offered by Commissioner Barry Lites and seconded by Commissioner John Perri vote carried unanimously

Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

1. I will be out of the office on vacation February 4<sup>th</sup> - February 15, 2013.
2. The Board was advised that the staff was still working to recover from Hurricane Sandy. We most impacted in our Housing Quality Standard inspections because we suspended routine inspections in order to inspect every unit leased up in our jurisdiction and in some cases we had to re-inspect to ensure hazardous conditions were corrected.
3. The Board was advised that work began on Phase I of the Flooring Upgrade and Cycle Painting Project. We have completed four (4) units and we are currently working in 3 other units. On February 4<sup>th</sup> we will begin working two more units.
4. The was advised that we continue to work with Jaspan and Schlesinger regarding the our concerns with Canon and the installation of the wind turbines.
5. The Board was advised that On January 24, 2013- I walked with representatives of D & F Construction and the Monticciolo Co. to punch list the GG units. There is a lengthy list of items that must be repaired.
6. The Board was advised that we received official notice that HUD will re-examine our 2012 FSS Grant application, which was previously declined, using corrected PIH data. The notice advised us that we will receive their decision sometime in January. Since our current grant funding expires on December 31, 2012. CDC agreed to delay billing until we receive updated response.

RESOLUTIONS

None offered

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECTUIVE SESSION

Motion by Barry Lites to go into executive session to discuss matters pertaining to personnel and pending legal action motion seconded by Bob Fonti. vote carries unanimously.

Motion by John Perri to come out of executive session and seconded by Tracie Marrow. Vote carries unanimously.

NEW BUSINESS

OLD BUSINESS:

ADJOURNMENT:

Motion by Tracie Marrow seconded by Barry Lites- Board voted carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Dated:



Secretary

Date

MINUTES OF THE  
December 19, 2012  
TOWN OF HUNTINGTON HOUSING AUTHORITY  
BOARD MEETING

The regularly scheduled Board Meeting of the Town of Huntington Housing Authority ("THHA") was held on the 19<sup>th</sup> day of December. The meeting was called to order at approximately 7:00 p.m. by Chairman Bob Fonti in the Administrative Offices of the Town of Huntington Housing Authority located at 1A Lowndes Avenue, Huntington Station, NY.11746

ROLL CALL:

There was a roll call and the following Commissioners were present:  
Commissioners: Barry Turk- Barry Lites and Tracie Marrow

Absent- John Perri

Also present were: Siela A. Bynoe, Executive Director-Paul E. Levitt, Legal Counsel and Gary Weidelman

READING AND APPROVAL OF MINUTES:

- ❖ Minutes of the September 12, 2012 and October 9, 2012 minutes were offered for approval- motion offered by Commissioner Barry Turk and seconded by Commissioner Tracie Marrow vote carried unanimously

Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

1. The Board was advised that we submitted the fiscal year end un-audited financials and our annual SEMAP report.
2. The Board was advised that Siela Bynoe will be on vacation February 4<sup>th</sup> through February 15, 2013
3. The Board was advised that Congressman Israel was onsite 11/27/13 and that he toured the clubhouse and the vacant units.
4. The Board was advised that the artwork for the renovated office space will cost approximately \$2,000.00
5. The Board was advised that the staff has worked overtime to close the gap on the backlogged re-certifications-HQS inspections and account payables as a result of Hurricane Sandy.
6. The Board was advised that the Cycle Painting and Flooring project at Millennium Hills began.
7. The Board was advised that HUD is re-examining an earlier submission of our 2013 FSS Grant application- which was previously declined, using corrected PHI data.

RESOLUTIONS

1. Resolution was offered to write-off uncollected rental arrears relative to a tenant who vacated a unit at GG. Motion was offered by Commissioner Robert Fonti and seconded by Commissioner Tracie Marrow vote carried unanimously.

2. Resolution was offered to approve the 2013 FYE operating budget including increases for Susan Ortega, Angela Roma and Sonja Blackwell according to the schedule- retroactive to October 1, 2012. Motion offered by Robert Fonti and seconded by Tracie Marrow. Vote carries unanimously.

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECUTIVE SESSION

Motion by Barry Lites to go into executive session to discuss matters pertaining to personnel and pending legal action motion and seconded by Bob Fonti. vote carries unanimously.

Motion by Barry Turk to come out of executive session and seconded by Tracie Marrow. Vote carries unanimously.

NEW BUSINESS

OLD BUSINESS:

ADJOURNMENT:

Motion by Barry Turk seconded by Barry Lites- Board voted carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Dated:



Secretary

Date

Minutes of the October 9, 2012

Town of Huntington Housing Authority

Board Meeting

The regularly scheduled Board Meeting of the Town of Huntington Housing Authority was held on the 29<sup>th</sup> of January. The meeting was called to order at 7:35pm by Chairman Bob Fonti in the Administrative Offices of the Town of Huntington Housing Authority Located at 1A Lowndes Avenue, Huntington Station NY 11746

Roll Call

There was a roll call and the following Commissioners were also present Commissioner John Perri and Commissioner Tracie Marrow

Absent: Commissioner Barry Lites and Commissioner Barry Turk

Also present were Siela A. Bynoe-Executive Director and Paul Levitt- Legal Counsel

Reading and the Approval of Minutes:

Minutes of the September 11, 2012 meeting was offered for approval- motion was offered by Commissioner Marrow and seconded by Commissioner Perri- Vote carried unanimously

Secretary Report

Director's Report

1. The Board was advised that the entire staff was preparing for the fiscal year end reporting cycle. As such- we have begun the process for the quality control reviews/annual inspections that are necessary for the SEMAP- the annual REAC Inspections and for the PHAS submission.
2. The Holiday Season allows for ½ day off on Monday- Christmas Eve and ½ day for Monday New Year's eve. It was proposed that the proposed to the Board that the Board grant an additional time in order for the office to close the full day for both Christmas Eve and New Year Eve.
3. Provided the Board with an update on the configuration of the website map
4. The Board was advised that we have 4 computer towers, 4 keyboards, 6 monitors, 7 printers, 1 fax machine 1 desk calculator and 1 cassette tape/recorder for disposition..
5. The Bard was advised that the Executive Director met with the architect and the general contactor to finalize the finishes and the logistics for Phase I of the Flooring Upgrade and Cycle Paining Project. The Board was also advised that the work will begin in the two vacant units and

that HUD was advised of the matter with the original company that was awarded the bid and extension request was submitted.

6. The Board was advised that while the contractor has indicated that the work is 75% complete- that I have concerns about the landscaping- lighting fixtures and the paint colors. There was a construction meeting held on October 1, 2012 to discuss the above referenced items and other outstanding construction items.
7. The Board was advised of the following staff trainings: Siela Bynoe HQS Septmenber 5<sup>th</sup> -8<sup>th</sup> REAC October 2<sup>nd</sup> - 3<sup>rd</sup>. Rashime Rivers REAC October 2<sup>nd</sup> - 3<sup>rd</sup>

#### Resolutions

- Resolution was offered to modify the 2012 Holiday Schedule to grant the two full days off for Christmas Eve and New Years Eve. Motion was offered by Commissioner Fonti and seconded by John Perri- Vote carried unanimously.
- Resolution was offered to dispose of the excess computer equipment ( 4 computer towers, 4 keyboards, 6 monitors, 7 printers, 1 fax machine 1 desk calculator and 1 cassette tape/recorder) the motion was offered by Commissioner Perri and Seconded by Tracie Marrow- vote carried unanimously.

Attorney's Report

Executive Session

New Business

Old Business

Adjournment

Motion by Commissioner Perri and seconded by Commissioner Fonti