

MINUTES OF THE
October 13, 2015
TOWN OF HUNTINGTON HOUSING AUTHORITY
BOARD MEETING

A meeting was held on the 13^h day of October 2015. The meeting was called to order at 6:06pm by Commissioner Fonti Administrative Office, located at 1A Lowndes Avenue, Huntington Station, NY.11746

ROLL CALL:

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

Also present were: Siela A. Bynoe, Executive Director and Paul Levitt, legal counsel

READING AND APPROVAL OF MINUTES:

Minutes of the August 21, 2015 meeting were read and motioned for approval by Commissioner Fonti, Seconded by Commissioner Lites- all in favor- motion carries unanimously.

Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

- The director updated the Board of Commissioners on the financials and all of the work undertaken in preparation for the annual reporting cycle, including the annual REAC inspection.

RESOLUTIONS

- Approval of Resoultion 16-15 approval of settlement Re: Monticciolo contract dispute. HHA will pay the Monticciolo Firm \$20K in monthly installments.Motion offered by Commissioner Fonti seconded by Commissioner Barry Lites , all in favor motion carries unanimously

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECTUIVE SESSION

- Motion to enter into executive session to discuss legal matters.

OLD BUSINESS:

ADJOURNMENT:

Motion to adjourn at 7:55pm Chairman Fonti seconded by Commissioner Lites motion carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Dated: 

Date

MINUTES OF THE
August 21, 2015
TOWN OF HUNTINGTON HOUSING AUTHORITY
BOARD MEETING

A meeting was held on the 21th day of August 2015. The meeting was called to order at 12:30PM pm by Commissioner Lites in the community Room at 5 Lowndes Avenue, Huntington Station, NY.11746

ROLL CALL:

There was a roll call and the following were present:
Barry Turk and Robert Fonti

John Perri - absent

Also present were: Siela A. Bynoe, Executive Director

READING AND APPROVAL OF MINUTES:

Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

- The director updated the Board of Commissioners regarding the procurement and pricing of the office furniture.
- The Board was informed of the HVAC issue at Millennium Hills.
- The Board was provided with the PHA Annual Plan for their review and approval.

RESOLUTIONS

1. Approval of Resoultion 14-15 Re: Purchase of office furniture for 8 offices, 1 conference room, two meeting rooms , reception furniture, lobby furniture and the utility space was approved not to exceed \$49,400K Motion offered by Commissioner Lites seconded by Commissioner Barry Turk , all in favor motion carries unanimously
2. Approval of resolution 15-15 Re: the submission of PHA Annual Plan Motion offered by Commissioner Lites, seconded by Commissioner Barry Turk, all in favor- motion carries unanimously.

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECTUIVE SESSION

OLD BUSINESS:

ADJOURNMENT:

Motion to adjourn at 12:55pm Chairman Fonti seconded by Commissioner Lites motion carried unanimously.

MINUTES OF THE
May 15, 2015
TOWN OF HUNTINGTON HOUSING AUTHORITY
BOARD MEETING

A meeting was held on the 15th day of May 2015. The meeting was called to order at 8:00 am by Chairman 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:
Barry Turk and John Perri

Absent: Barry Lites and Paul Levitt, Legal Counsel

Also present were: Siela A. Bynoe, Executive Director

COMMUNITY RESIDENTS

READING AND APPROVAL OF MINUTES:

Minutes of the April 14th, 2015 meeting were offered for approval by Chariman Fonti seconded by Commissioner Turk motion carried unanimously

COMMUNICATIONS

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

The HHA administrative office temporary relocation was discussed.
The HHA and MH insurance proposals were discussed.

RESOLUTIONS

1. Motion was offered by Chairman Fonti to bind insurance with Salerno Brokerage- Insurer AmTrust. Seconded by Commissioner Turk. All in favor- vote carries unanimously.
2. Motion offered by Chairman Fonti to authorize the Executive Director incur expenses not to exceed \$10K in moving expenses. Seconded by Commissioner Perri. All in favor- Vote carries unanimously.
3. Motion offered by Chairman Fonti to authorize the Executive Director to dispose of excess (dumpster rental) equipment and furniture. Expenses should not exceed \$1.5K seconded by Commissioner Perri- all in favor =- Votes Carries unanimously.
4. Motion offered by Chairman Fonti to authorize the Executive Director to procure a development consultant to explore an opportunity to acquire and development affordable housing units. Seconded by commissioner Turk- all in favor Vote carries unanimously.

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:


EXECTUIVE SESSION

OLD BUSINESS:

ADJOURNMENT:

Motion to adjourn at 9:17 am Chairman Fonti seconded by Commissioner Turk motion carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Date: 

Secretary

Date

MINUTES OF THE
April 14th, 2015
TOWN OF HUNTINGTON HOUSING AUTHORITY
BOARD MEETING

A meeting was held on the 14th day of April 2015. The meeting was called to order at 5:08pm by Chairman 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:
Barry Lite Turk and John Perri

Absent: Barry Turk and Paul Levitt, Legal Counsel

Also present were: Siela A. Bynoe, Executive Director

COMMUNITY RESIDENTS

Jim McGoldrick, Jennifer Satchell, Matt Harris, Steven Spucces and Kathleen Kufs

READING AND APPROVAL OF MINUTES:

Minutes of the March 10, 2015 meeting were offered for approval by Chariman Fonti seconded by Commissioner Lites motion carried unanimously

COMMUNICATIONS

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

No Report Given – Question and Answer Period with the Community

RESOLUTIONS

None offered

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECTUIVE SESSION

OLD BUSINESS:

ADJOURNMENT:

Motion to adjourn at 6:12 pm Chairman Fonti seconded by Commissioner Lites motion carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Dated: 

Secretary

Date

MINUTES OF THE
March 10, 2015
TOWN OF HUNTINGTON HOUSING AUTHORITY
BOARD MEETING

A meeting was held on the 10th day of March 2015. The meeting was called to order at 6:12pm pm by Chairman 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:
Chairman Fonti, Commissioner Barry Lites, Barry Turk & Commissioner Perri

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

READING AND APPROVAL OF MINUTES:

Minutes of the February 10, 2015 meeting were offered for approval by Chairman Fonti and seconded by Commissioner Perri motion approved- vote carried unanimously

Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

The Board was advised that the auditors would be onsite to begin the 2014 FYE reporting as required by HUD. The full reports will be made available to each commissioner upon the completion.

RESOLUTIONS

1. Approval of Resoultion 09-15 Re: to authorize Paul Levitt to provide a legal opinion regarding the HHA's ability to exercise eminent domain authority. Motioned by Chariman Fonti seconded by Commissioner Barry Lites, all in favor motion carries unanimously

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECTUIVE SESSION

Motion to enter into executive session at 6:15 pm for the purpose of discussing matters of negotiation and personnel Commissioner Lites and seconded by Chairman Fonti All in favor- motion carried unanimously.

Motion to come out of executive session at 7:22 pm by Commissioner Lites and Commissioner Turk All in Favor – motion carried unanimously.

OLD BUSINESS:

ADJOURNMENT:

Motion to adjourn at 7 25pm Chairman Fonti seconded by Commissioner Perri motion carried unanimously.

Submitted by: Sigla A. Bynoe, Executive Director

Date

[Redacted Signature]

4/14/15
/Date

MINUTES OF THE
February 10, 2015
TOWN OF HUNTINGTON HOUSING AUTHORITY
BOARD MEETING

A meeting was held on the 10th day of February 2015. The meeting was called to order at 6:11 pm by Commissioner Lites in the community Room at 5 Lowndes Avenue, Huntington Station, NY.11746

ROLL CALL:

There was a roll call and the following were present:
Barry Turk and John Perri

Robert Fonti- arrived at 6:26pm

Also present were: Siela A. Bynoe, Executive Director, Paul E. Levitt, Legal Counsel and MH-HDFC Board member Tracie Marrow.

Bernice Diehk, Paul Todoro, Joe Lofano, Les Khan, Frank Bianco and Aragorn Batsford

READING AND APPROVAL OF MINUTES:

Minutes of the August 12, 2014 meeting were offered for approval by Commissioner Perri seconded by Commissioner Lites motion carried unanimously

Communications

SECRETARY'S REPORT:

DIRECTOR'S REPORT:

The operating budget was distributed to the Board of Commissioners for review and consideration. All program lines are projected to have positive net incomes at the FYE. The following is an excerpt from the budget documents,

Year End Net Income by Program

| | | | |
|-----------------|------------------------|-------|------------------|
| Gateway Gardens | Housing Choice Voucher | FSS | Millennium Hills |
| \$21K | \$32K | \$23K | \$3K |

The budget also includes increases for all employees.
See schedule attached.

The current budget did not include the hire of a new FSS Coordinator. The HHA will bring the FSS program in house and manage the daily and the monthly reporting. However, we may need to hire someone who will be responsible for the submission of the FSS grant annually. The anticipated expenses for the new hire is approx. \$53K (\$36-\$38K salary, \$11.6K medical and pension \$3.8K). Bringing this position in-house will enable the agency to have more of a visible presence in the community as it relates to engaging our community partners to aide in the self-sufficiency of our participants. In addition, it will give the staff additional administrative support and enable me to effectively cross-train staff members.

With the hire of a new FSS coordinator, this year's FSS budget is likely to break even or show little positive income. In the out years, that program line is likely to show a positive income of \$10K.

The Board was advised that the ED met with the Town of Huntington Public Safety Director to express concerns because they do not have the Rental Permit issuance procedures in place. Since the new legislation was adopted we are not able to accept rental registrations for the HCV lease ups. They agreed to provide me with a letter that would allow me to lease up families while they created the procedures.

RESOLUTIONS

1. Approval of Resoulution 01-15 Re: Operating Budget for FYE 2015, including staff COLA increases, Motion offered by Chariman Fonti seconded by Commissioner Barry Lites, all in favor motion carries unanimously
2. Approval of resolution 02-15 Re: Employment Contract for the Executive Director. Motion offered by Chairman Fonti, seconded by Commissioner John Perri, all in favor- motion carries unanimously.
3. Approval of Resolution 03-15 Re: Hiring Rental Subsidy Technician. Motion offered by Chairman Fonti, seconded by Commissioner Barry Lites, all in favor- motion carries unanimously.
4. Approval of Resolution 04-15 Re: CDC Contract expiring 3/31/15. Motion offered by Commissioner Lites, seconded by Commissioner Turk, all in favor- motion carries unanimously.
5. Approval of Resolution 05-15 Re: Auditors Contract(2yrs) Hymanson, Parnes and Giampaolo (\$13.4K annually) motion offered by Commissioner Barry Lites, seconded by Chairman Fonti, all in favor – motion carries unanimously.
6. Approval of Resolution 06-15 Re: Fee Accountant (2yrs) Gary Weidelman, CPA (\$18K annually) motion offered by Chairman Fonti, seconded by Commissioner Barry Lites, all in favor- motion carries unanimously.
7. Approval of Resolution 07-15 Re: Legal Services (1yr) Vitale and Levitt, P.C. (\$175 per hour routine, \$200 Federal and \$75.00 para legal. motion offered by Chairman Fonti, seconded by Commissioner Barry Lites, all in favor- motion carries unanimously.
8. Approval of Resolution 08-15 Re: Snow Removal (2 yr) Landscape Expressions (\$2500.00 Trace to 6 inches, \$3850 6 to 12 inches, \$175 per inch-over 12 inches of snow) Motion by Chariman Fonti, seconded by Commissioner Lites, all in favor- motion carries unanimously.

ATTORNEY'S REPORT:

COMMITTEE REPORTS:

FINANCE COMMITTEE:

EXECTUIVE SESSION

Motion to enter into executive session at 6: 38 pm for the purpose of discussing matters of negotiation and personnel Commissioner Lites and seconded by Commissioner Perri. All in favor-motion carried unanimously.

Motion to come out of executive session at 7:03 pm by Commissioner Lites and Commissioner Turk All in Favor – motion carried unanimously.

OLD BUSINESS:

ADJOURNMENT:

Motion to adjourn at 9:15pm Chairman Fonti seconded by Commissioner Lites motion carried unanimously.

Submitted by: Siela A. Bynoe, Executive Director

Secretary



Date