

Minutes of the
April 12, 2022
Town of Huntington Housing Authority
Board Meeting

A meeting was held on the 12th day of April 2022. The meeting was called to order at 6:15PM by Chairman James McGoldrick in the Board Room at 1 Lowndes Avenue, Huntington Station, NY 11746.

ROLL CALL

There was a roll call, and the following were present: Commissioners: James McGoldrick; Kevin Lyons; Robert G. Fonti; and Cindy Dunmore.

Also present: Jacquetta Harris, Executive Director and Paul Levitt, Legal Counsel.

READING AND APPROVAL OF MINUTES

Chairman McGoldrick tabled the approval of the February and March minutes due to no quorum at the time.

COMMUNICATIONS

EFPR Group, Certified Public Accountants provided a 20-minute presentation of HHA 2021 audit findings. Nicholas Beauchamp was the presenter and answered all questions presented. EFPR had no findings but recommendations which are included and easily identifiable in the audit packet and accompanying letters. Recommendations for high cash amounts include investments and capital improvements. All audit finding packets were ready and available for distribution.

Michael Maurice, Accountant provided the 2nd quarter budget to actual report to the board and answered all questions. Mr. Maurice does not determine how a program should be operated or staffing. He did confirm that the current salaries are in alignment with the standard titles.

SECRETARY'S REPORT

DIRECTOR'S REPORT

Board approved Borg and Associates for Insurance Broker Services for HHA, MH, and 6th Avenue property.

Board tabled bank consolidation of accounts request, note this is an EFPR Group and Marcum LLP recommendation.

Board packet includes the new Executive Director Performance Evaluation.

The Board received the financial report in the Board Packet for their reference and review. Expenditures, to date actuals, and revenue for Millennium Hills, Gateway Gardens, and THHA are included in the packet. Delinquent rents, bank accounts, and approved checks are included.

OLD BUSINESS

Executive Director provided a Gateway Gardens update: Air quality checks were performed on 4/12/2022 for building 1 and 3. BBS architects came on-site n 4/8/2022 to look at the roof. BBS stated they will have the scope of work the week of April 18, 2022, and cost estimates to follow.

NEW BUSINESS

from March 14, 2022, Board Meeting

Executive Director distributed a proposed Capitalization Policy (by e-mail to all on 3/15/2022 and hard copy mailed to Commissioner's Fonti, Dunmore, and Joyner) for review and feedback for May 2022 Board Meeting approval request.

Executive Director distributed proposed Procurement Policy language regarding Disposal of Personal Property (by e-mail to all on 3/15/2022 and hard copy mailed to Commissioner's Fonti, Dunmore, and Joyner) for review and feedback for May 2022 Board Meeting approval request.

Legal counsel will submit conflict of interest documents for review and signature for the May Board meeting.

RESOLUTIONS

Board approved contracting with Borg Insurance Group for Town of Huntington Housing Authority, Millennium Hills, and 6th Avenue Property for Insurance Broker Services for the new insurance renewal June 2022. Motion offered by Chairman McGoldrick, seconded by Commissioner Dunmore - all in favor. Motion carried unanimously.

ADJOURNMENT

Motion to adjourn at 7:37 PM by Chairman McGoldrick, seconded by Commissioner Dunmore- all in favor. Motion carried unanimously.

EXECUTIVE SESSION

None

Submitted by: Jacquetta A. Harris, Executive Director

Dated: _____ Secretary: _____

