

Minutes of the
June 14, 2022
Town of Huntington Housing Authority
Board Meeting

A meeting was held on the 14th day of June 2022. The meeting was called to order at 6:07PM 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 Sidney Joyner.

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

READING AND APPROVAL OF MINUTES

There was a motion to approve May 5 meeting minutes by Commissioner Fonti, seconded by Chairman McGoldrick. There was no quorum to vote on April 12 and May 10 meeting minutes. April 12, 2022, and May 10, 2022, meeting minutes will be tabled until the July 12 board meeting.

COMMUNICATIONS
SECRETARY'S REPORT
DIRECTOR'S REPORT

Executive Director requested that the board approve the proposed Administrative Plan language to allow inspections to accept owner's self-certifications for minor repairs. Board approved unanimously.

Executive Director requested that the board approve binding the Huntington Housing Authority insurance coverage for 2022 to 2023 under Salerno Brokerage, retroactive to June 13, 2022. Board approved unanimously.

Executive Director requested that the board approve payment to G-Tech Restoration, Inc for their past due invoice. Board approved unanimously that the request is for the Millennium Hills HDFC approval since the funds would go from Millennium Hill Development Fund to Gateway Gardens.

Executive Director requested that the board approve the temporary hire of Rental Subsidy Program Technician for 3-months (3-months is the only temporary approval Civil Service will provide). Board approved unanimously.

Executive Director requested that the board approve the hiring proposed a security guard for Gateway Gardens for 5 days a week the 2nd shift. This cost was put in the 2022 GG Budget. This would have to be approved by the Gateway Gardens HDFC Board.

Board Chairman requested that the GG HDFC board approve the DVRs for Gateway Gardens be a part of the security increase and can be used by the security guard. Also, that the DVR setup be placed in the administrative building. This would have to be approved by the Gateway Gardens HDFC Board.

Gateway Gardens Board Meeting was reconvened to vote on the Security Guard and DVRs for the Gateway Gardens Cameras.

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.

Concerns were addressed regarding conflict of interest for working for an entity of HHA and serving in a commissioner capacity. Legal counsel will submit in writing their opinion.

OLD BUSINESS

BBS Construction Drawings were approved by Regions Affordable Housing and Gateway Gardens HDFC Board. The next step will be the building nine bid proposal being advertised. A draft checklist of the process to complete building nine was shared in the board packet as an addition.

NEW BUSINESS

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

RESOLUTIONS

Approval of Resolution: The Board accepted to authorize Executive Director to adopt proposed Administrative Language changes in chapter nine for self-certification on minor repairs. Motion offered by Chairman McGoldrick-seconded by Commissioner Fonti, all in favor, the motion carried unanimously.

Approval of Resolution: The Board retroactively approved Executive Director to bind insurance effective June 15, 2022, to June 15, 2023, for HHA from H.C.C. Public Risk/U.S. Specialty Insurance Company for the total of \$64,135.04. Salerno Brokerage Corporation were the only insurance brokers to submit a quote. Motion offered by Commissioner Fonti-seconded by Chairman McGoldrick, all in favor, the motion carried unanimously. none opposed – all in favor. Motion carried unanimously.

Approval of Resolution: The Board accepted to authorize the Executive Director to hire temporary (3 months) for the Rental Subsidy Program Technician position, Dana Quinn at the rate identified of 37.88. Civil Service Office has approved. Motion offered by Chairman McGoldrick, seconded by Commissioner Fonti, all in favor, the motion carried unanimously.

ADJOURNMENT

Adjourned meeting at 6:36 PM to reconvene the Gateway Gardens HDFC board meeting. Reconvened meeting at 6:44 PM. Motion to adjourn at 7:06 PM by Chairman McGoldrick, seconded by Commissioner Joyner- all in favor. Motion carried unanimously.

EXECUTIVE SESSION

Submitted by: Jacquetta A. Harris, Executive Director

Dated: _____ Secretary: _____