

Minutes of the  
September 13, 2022  
Town of Huntington Housing Authority  
Annual and Monthly Board Meeting

A meeting was held on the 13th day of September 2022. The meeting was called to order at 6:17PM 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 at 1A Lowndes Avenue: Commissioners: James McGoldrick; Barry Lites; Cindy Dunmore; and Cynthia Gonzalez.  
Also present: Jacquetta Harris, Executive Director and Paul Levitt, Legal Counsel.

**READING AND APPROVAL OF MINUTES**

There was a motion to approve July 19, 2022, meeting minutes by Chairman McGoldrick, seconded by Treasurer Barry Lites; all in favor.

**COMMUNICATIONS**  
**SECRETARY'S REPORT**  
**DIRECTOR'S REPORT**

Executive Director requested the Board to adopt proposed Sexual Harassment Policy. The notice will be posted in office

Executive Director requested the Board to add the position and title of Case Manager to HHA and Civil Service retroactive to 8/26/2022. Case Manager is in alignment with the FSS duties and responsibilities.

Executive Director requested the Board to approve the 2022-2023 revised payment standard effective October 1, 2022. 110% of the FMR was done.

Executive Director asked the Board to approve the Fiscal Year End 2023 Operating Budget. The Excel Spreadsheet was reviewed in detail.

Legal counsel presented the amendment information on open meeting law with video conferencing as stated:

***"The Housing Authority Board of Commissioners does hereby resolve that the use of videoconferencing shall be permitted when holding public meetings.***

***A quorum of the Board of Commissioners must be physically present at the location of the Board meeting where members of the public can attend.***

***Once a quorum of Commissioners are physically present at the location of the Board meeting, other Commissioners may attend and participate via videoconferencing,***

***All Commissioners must be physically present at Board meetings unless such member is unable to be physically present due to extraordinary circumstances such as disability, illness, caregiving responsibilities or any other significant or unexpected factor or event which precludes the member's physical attendance at the meeting.***

***The in-person requirement for Commissioners shall not apply during a state disaster emergency declared by the Governor, the County Executive, or the Town of Huntington Supervisor if the Housing Authority Board of Commissioners determines that the***

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

**OLD BUSINESS**

Gateway Gardens renovation project construction and cost was reviewed in detail. Loan documents will be drawn and submitted by Miriam and Janice; Paul Levitt will follow up with both parties.

**NEW BUSINESS**

Legal counsel reviewed conflict of interest documents and requirements including Millennium Hills HDFC and Gateway Gardens HDFC. Legal counsel will prepare documents accordingly.

**RESOLUTIONS**

**Approval of Resolution:** The Board authorized Executive Director to adopt proposed Sexual Harassment Policy. Motion offered by Treasurer Lites, seconded by Commissioner Fonti, all in favor. Motion carried unanimously.

**Approval of Resolution:** The Board approved the Executive Director to add the position and title of Case Manager to HHA and Civil Service retroactive to 8/26/2022. Motion offered by Treasurer Lites, seconded by Commissioner Fonti, all in favor. Motion carried unanimously.

**Approval of Resolution:** The Board accepted to approve the 2022-2023 revised payment standard effective October 1, 2022. Motion offered by Treasurer Barry Lites, seconded by Chairman McGoldrick, all in favor, the motion carried unanimously.

**Approval of Resolution:** The Board accepted to approve the Fiscal Year End 2023 Operating Budget. Motion offered by Chairman McGoldrick, seconded by Treasurer Lites, all in favor, the motion carried unanimously.

**Approval of Resolution:** The Board accepted to adopt the open meeting law with video conferencing amendment. Motion offered by Treasurer Lites, seconded by Chairman McGoldrick, all in favor, the motion carried unanimously.

**EXECUTIVE SESSION**

**ADJOURNMENT**

Motion to adjourn at 7:17PM by Chairman McGoldrick, seconded by Treasurer Barry Lites, all in favor. Motion unanimously.

Submitted by: Jacquetta A. Harris, Executive Director

Dated: Nov 8, 22 Secretary: 