

Minutes of the  
Town of Huntington Housing Authority  
Board Meeting  
July 25, 2023

A meeting was held on the 25th day of July 2023. The meeting was called to order at 6:02 p.m. by Board 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: Board Chairman, James McGoldrick; Vice-Chairman, Sidney Joyner; Treasurer, Barry Lites; and Commissioner Cynthia Gonzalez.

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

**READING AND APPROVAL OF MINUTES**

Motion to approve March 21, 2023, meeting minutes by James McGoldrick, 2<sup>nd</sup> by Barry Lites. Motion to approve June 13, 2023, meeting minutes postponed until next Board Meeting.

**COMMUNICATIONS**

**SECRETARY'S REPORT**

**DIRECTOR'S REPORT**

- The Executive Director asked the board's approval for the Section 3 Plan for compliance with Public Housing Financial Assistance as defined in Section 3 Final Rule.
- The Executive Director asked the board's approval for the ACOP Proposed Language to adopt HOTMA Public Housing changes.
- The Executive Director asked the board's approval for hiring of Case Manager for Family Self-sufficiency Program
- The Executive Director asked for the board's approval for the hire of a temporary Maintenance Mechanic 1.
- The Executive Director asked the board's approval for adopting an agency policy on Restricting Landlords/Owners in the HCV Program.
- The Executive Director asked the board's approval for installation of a ShotSpotter on a Gateway Gardens building.
- The Executive Director asked the board's approval for Huntington Housing Authority to change Real Estate Assessment Center (REAC) inspection protocols to National Standards for the Physical Inspection of Real Estate (NSPIRE) as required by HUD effective to July 1, 2023.
- The Executive Director asked the board's approval for Huntington Housing Authority to change Housing Quality Standards (HQS) inspection protocols to National Standards for the Physical Inspection of Real Estate (NSPIRE) as required by HUD effective to October 1, 2023. Any amendment to the Administrative Plan will be adopted by December 1, 2023.
- The Executive Director provided an overview of the submitted board report and responded to any questions.
- HHA continues to process evictions. Per legal counsel landlord/tenant court is back to normal operations. ERAP applications are no longer being accepted, we have three ERAP applications in the pending status.

- 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. Board packet includes delinquent rents, bank accounts, and approved checks.

**OLD BUSINESS**

HHA is still in need of a Hearing Officer.

**NEW BUSINESS**

Will need to discuss in greater detail New York State vs H.U.D. stance for board members being on more than one board in a Chairman/President role within an PHA/Organization.

**RESOLUTIONS**

- The Board approves proposed ACOP language for U.S. Housing and Urban Development (H.U.D.) Housing Opportunity Through Modernization Act (HOTMA) Over-income provisions retroactive to March 16, 2023. Motion by James McGoldrick, 2<sup>nd</sup> by Barry Lites, all in favor. Motion carried unanimously.
- The Board authorizes the Executive Director to hire a Case Manager at the identified annual salary for the Family Self-sufficiency program. Motion by Barry Lites, 2<sup>nd</sup> by Sidney Joyner, all in favor. Motion carried unanimously.
- The Board authorizes the hire of a temporary Maintenance Mechanic 1 for 30 days at the identified hourly rate. Motion by Barry Lites, 2<sup>nd</sup> by Sidney Joyner, all in favor. Motion carried unanimously.
- The Board approved implementing the proposed Section 3 Plan. Motion by Barry Lites, 2<sup>nd</sup> by James McGoldrick, all in favor. Motion carried unanimously.
- The Board approved the new Restricted Landlord/Owner Policy. Motion by Sidney Joyner, 2<sup>nd</sup> by James McGoldrick, all in favor. Motion carried unanimously.
- The Board authorized the installation of a ShotSpotter for Gateway Gardens with no additional cost outside of minimal power usage. Motion by James McGoldrick, 2<sup>nd</sup> by Cynthia Gonzalez, all in favor. Motion carried unanimously.
- The Board approved Huntington Housing Authority change Real Estate Assessment Center (REAC) inspection protocols to NSPIRE as required by HUD effective to 7/1/2023. Motion by James McGoldrick, 2<sup>nd</sup> by Barry Lites, all in favor. Motion carried unanimously.
- The Board approved Huntington Housing Authority change Housing Quality Standards (HQS) inspection protocols to NSPIRE as required by HUD effective October 1, 2023. Any amendments to the administrative plan will be adopted by December 1, 2023. Motion by Barry Lites, 2<sup>nd</sup> by James McGoldrick, all in favor. Motion carried unanimously.
- Resolution to amend the proposed Executive Director two-year contract to an 18-month contract with a May 31, 2023, effective date, with certain additional monetary benefits, terms and conditions of employment, and no increase in annual salary. Motion by Chairman McGoldrick and seconded by Vice-Chairman Joyner. Motion carried unanimously.

**EXECUTIVE SESSION**

Motion to enter executive session for personnel matter at 7:50 p.m. by James McGoldrick, seconded by Sidney Joyner, all in favor. Motion carried unanimously. Motion to close executive session and go back to the board meeting at 7:57 p.m. by James McGoldrick, seconded by Sidney Joyner, all in favor. Motion carried unanimously.

**ADJOURNMENT**

Motion to adjourn at 8:11 p.m. by James McGoldrick, seconded by Sidney Joyner, all in favor. Motion carried unanimously.

Submitted by: Jacquetta A. Harris, Executive Director

Dated: 10-10-2023 Secretary: 