

AGENDA  
HOUSING AUTHORITY BOARD REGULAR MEETING  
January 30, 2018

**1. Informational Update:**

**HOUSING**\_\_\_\_\_

- a) 5 recertifications and 3 interims were performed for January 2018.
- b) 1 voucher was issued in December 2017. There are still 5 families searching for housing. Because there is no available housing in Greenport, 2 of these families are looking to port into other jurisdictions, even though they work in the Greenport area. 1 family's voucher, after several extensions, was terminated due to their inability to find housing.
- c) 3 vouchers were issued in January 2018, and all 3 vouchers have a start date of 2/1/18. All 3 vouchers were leases in place, therefore the hardship of finding a unit was not an issue.

*Voucher Program*

February 2018 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (Units)	\$0.00
OFFICE/MILEAGE EXPENSES	\$
ATTY FEES	\$0.00
AUDITOR FEES	\$0.00
PORT FEES	\$126.62
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$
<b>TOTAL</b>	<b>\$</b>

**COMMUNITY DEVELOPMENT**\_\_\_\_\_

- a) 278 2<sup>nd</sup> Street units #1 and #3 units are being prepped for move ins scheduled for February 1, 2018. Carpets were in good shape, so only a professional cleaning was needed. Both units were painted and minor repairs like caulking, regluing of linoleum tiles were performed by Joel Daly Contracting, who had originally renovated the house in 2007.

## 213 Center Street

Beginning Balance 01/01/18	\$49,708.66
Village Electric	\$
Village Water	\$
	\$
	\$
Salary Reimb	\$151.20
<b>TOTAL EXPENSES</b>	<b>\$</b>
Approx Ending Balance	\$

278 2<sup>nd</sup> Street

Beginning Balance 01/01/18	\$72,105.13
Payment for 278 2 <sup>nd</sup> St	\$1,000.00
Electric	\$
Water	\$
Hands Fuel Co	\$578.97
Pine Oaks Landscaping	\$0.00
Salary Reimb	\$453.60
<b>TOTAL EXPENSES</b>	<b>\$</b>
Approx Ending Balance	\$

## Rental Income

Income	
278 # 1	\$1300.00
278 # 2	\$1125.00
278 # 3	\$1125.00
213 Center	\$1125.00
<b>TOTAL</b>	<b>\$4,675.00</b>

**2. Resolutions:**

- a) MOTION – to approve the minutes of the November 28, 2017 Board Meeting.
- b) MOTION – to ratify accounts payable for January 2018 for the Housing Authority totaling \$77,624.18.
- c) MOTION – to ratify accounts payable for January 2018 for 213 Center Street totaling \$5,074.97.
- d) MOTION – to ratify accounts payable for January 2018 for 278 2<sup>nd</sup> Street totaling \$7,507.80.
- e) MOTION – to approve projected accounts payable for February 2018 for the Housing Authority totaling \$.
- f) MOTION – to approve projected accounts payable for February 2018 for 213 Center Street totaling \$.
- g) MOTION – to approve projected accounts payable for February 2018 for 278 2<sup>nd</sup> Street totaling \$

3. Next meeting date: **Tuesday, February 27, 2018** at 5:00 PM.

4. Motion to adjourn.



236 THIRD STREET  
GREENPORT, NEW YORK 11944

## Village of Greenport Housing Authority Regular Board Meeting

### **MINUTES 11/28/2017**

The regular monthly meeting was held on Tuesday, November 28, 2017.

Those present were: Karen Jimenez, Valerie Shelby, Christopher North, Asha Gallacher and Robert Brandt. Meeting was called to order by Board Member Valerie Shelby at 5:08 pm.

#### **1. Section 8 Housing Update:**

- a) 3 recertifications and 2 interims were performed for December 2017.
- b) 5 vouchers were lost in the month of November – 1 family gave up their voucher, 1 new family gave up the voucher for medical reasons, 1 family passed away, and 2 families ported to Riverhead and Brookhaven and were absorbed.
- c) 4 vouchers were issued to new families. Two of those vouchers are leases in place and will start 12/1/17. Of the vouchers previously issued, there are still 5 families searching for housing.
- d) There will be no meeting held for the month of December 2017.

#### **2. Community Development:**

- a) The tenant who lived in 278 2<sup>nd</sup> Street #3 voucher was terminated due to his passing away. Family member will be returning the keys on 12/31/17.
- b) Tenant in 278 2<sup>nd</sup> Street #1 (has a 1 bedroom voucher but has a 2 BR unit) will move to #3. That will provide 2 BR housing to one of the families who are currently searching.
- c) It is assumed that 278 2<sup>nd</sup> St #3 will need to be renovated for the new tenant, as the tenant lived in the unit for 9 years. This will involve interior painting, new locks and most likely carpet replacement.
- d) 213 Center Street front porch deck boards need to be replaced and the fence needs to be primed and repainted. Joel Daley Contracting submitted an estimate of \$2290. Board has asked Asha Gallacher to obtain 2 other quotes for above mentioned work proposed.
- e) 213 Center Street needs 4 new windows in the front and back of house. An estimate of \$4950 was submitted by Joel Daley Contracting. Board has asked Asha Gallacher to obtain 2 other quotes for above mentioned work proposed.

#### **3. Resolutions:**

- a) MOTION – was passed to approve the minutes of the October 24, 2017 Board Meeting.
- b) MOTION – was passed to approve projected accounts payable for December 2017 for the Housing Authority totaling \$76,330.61. Christopher North made motion, Karen Jimenez carried.
- c) MOTION – was passed to approve projected accounts payable for December 2017 for 213 Center Street totaling \$296. Christopher North made motion, Karen Jimenez carried.

- d) MOTION – was passed to approve projected accounts payable for December 2017 for 278 2<sup>nd</sup> Street totaling \$1,633.60. Christopher North made motion, Karen Jimenez carried.
- e) MOTION was passed to approve 213 Center Street repairs to the fascia boards, soffits, deck board repair and painting, new gutter and fence removal. An estimate of \$1715 was submitted by Joel Daley Contracting. Christopher North made motion, Karen Jimenez carried.
- f) MOTION was passed to approve 213 Center Street new gate and stockade fence if \$785 is accepted by Joel Daley Contracting. Christopher North made motion, Karen Jimenez carried.

Christopher North made motion to adjourn, second by Karen Jimenez. Motion carried. Meeting adjourned at 5:37 pm.

Respectfully submitted by: Tina Finne, Board Chairperson