

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
May 01, 2018

1. Informational Update:

HOUSING _____

- a) 6 recertifications and 5 interims were performed for May 2018.
- b) 1 family found a unit and leased for May 1st.
- c) 1 searching family decided to give up their voucher and remain living with their family due to the lack of availability of affordable rental units.

Voucher Program May 2018 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (80 Units)	\$0.00
OFFICE/MILEAGE EXPENSES	\$0.00
ATTY FEES	\$
AUDITOR FEES	\$
PORT FEES	\$127.16
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES	\$7,633.20
TOTAL	\$

COMMUNITY DEVELOPMENT _____

- a) Proposal to purchase a lawn furniture seating set for 278 2nd Street.
- b) Annual sprinkler inspection was performed on 4/11/2018 at 278 2nd Street.

Community Development May 2018 PROJECTED MONTHLY EXPENSES

213 Center Street

278 2nd Street

Beginning Balance 05/01/18	\$48,943.59
Village Electric	\$73.59
Village Water	\$54.36
Joel Daly GC	\$392.50
Salary Reimb	\$151.20
TOTAL EXPENSES	\$
Approx Ending Balance	\$

Beginning Balance 05/01/18	\$52,944.70
Payment for 278 2 nd St	\$1,000.00
Electric	\$24.91
Water	\$251.96
Joe Kollen Enterprises Inc.	\$1,750.00
Sentry Automatic Fire Sprinkler	\$1100.00
HA Admin Supplemental	\$
Mattituck Enviro Srvs	\$81.36
Hands Fuel Co	\$578.40
Salary Reimb	\$453.60
TOTAL EXPENSES	\$
Approx Ending Balance	\$

Rental Income

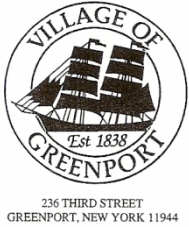
Income	
278 # 1	\$1350.00
278 # 2	\$1125.00
278 # 3	\$1175.00
213 Center	\$1125.00
TOTAL	\$4,775.00

2. Resolutions:

- a) MOTION – to approve the minutes of the March 27, 2018 Board Meeting.
- b) MOTION – to approve projected accounts payable for May 2018 for the Housing Authority totaling \$.
- c) MOTION – to approve projected accounts payable for May 2018 for 213 Center Street totaling \$.
- d) MOTION – to approve projected accounts payable for May 2018 for 278 2nd Street totaling \$.
- e) MOTION – to approve the purchase of an outdoor seating set for 278 2nd Street. The expense will not exceed \$_____.

3. Next meeting date: **Tuesday, June 26, 2018** at 5:00 PM.

4. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES 03/27/2018

The regular monthly meeting was held on Tuesday, March 27, 2018.

Those present were: Tina Finne, Karen Jimenez, Marilyn Corwin, and Asha Gallacher. Meeting was called to order by Board Chairperson Tina Finne at 5:06 pm.

1. Section 8 Housing Update:

- a) 7 recertifications and 12 interims were performed for April 2018.
- b) 2 families found a unit and leased in place for April 1st.
- c) 2 vouchers were terminated because the clients passed away.
- d) 2 vouchers were issued for March 2018.
- e) There are 7 families searching for housing.

2. Community Development:

- a) 278 2nd Street boiler stopped working on 3/21/18. Hands Fuel came by and got it to work for that day, but it was beyond repair. Asha Gallacher made the decision to have the boiler replaced by Hands Fuel. Replacement of the boiler was discussed at the HA Meeting on 3/28/2017, but there was no urgency at that time to replace it. Coincidentally this month, Asha Gallacher had obtained 4 estimates as follows: Hands Fuel Co - \$5,200, Kolb Mechanical - \$6,295, Henry Smith Plumbing Inc – \$7,900, and Grissom Fuel Oil Co – \$7,265.
- b) 278 2nd Street's front door and front door lock was damaged due to one of the last storms. It is a solid wood door that has warped over the years and the lock is not locking properly. An estimate was submitted by Joseph Kollen Enterprises to replace the wood door with a Therma True entry door for \$1750.

3. Resolutions:

- a) MOTION – was made to approve the minutes of the February 27, 2018 Board Meeting. Valerie Shelby made motion, Marilyn Corwin carried.
- b) MOTION – was made to approve projected accounts payable for April 2018 for the Housing Authority totaling \$82,135.85. Valerie Shelby made motion, Karen Jimenez carried.
- c) MOTION – was made to approve projected accounts payable for April 2018 for 213 Center Street totaling \$646.93. Valerie Shelby made motion, Marilyn Corwin carried.
- d) MOTION – was made to approve projected accounts payable for April 2018 for 278 2nd Street totaling \$10132.93. Valerie Shelby made motion, Tina Finne carried.
- e) MOTION – was made to approve the replacement of the front door of 278 2nd Street for \$1,750.00 with the understanding that the door does not need to be fire-rated. Valerie Shelby made motion, Karen Jimenez carried.

Tina Finne made motion to adjourn, second by Valerie Shelby. Motion carried. Meeting adjourned at 5:35 pm.

Respectfully submitted by: Tina Finne, Board Chairperson