

AGENDA
HOUSING AUTHORITY BOARD REGULAR MEETING
November 28, 2017

1. Informational Update:
HOUSING _____

- 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 a new families. One of those vouchers is a lease 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.

Voucher Program

December 2017 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (80 Units)	\$.00
OFFICE/MILEAGE EXPENSES	\$253.16
ATTY FEES	\$0.00
AUDITOR FEES	\$0.00
PORT FEES	\$126.62
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$7,369.83
TOTAL	\$

COMMUNITY DEVELOPMENT _____

- a) The tenant who lived in 278 2nd Street #3 voucher had to be terminated due to absence in the unit for more than 1 month due to medical reasons. Family member will be returning the keys on 12/13/17.
- b) Tenant in 278 2nd Street #1 (has a 1 bedroom voucher but is 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 2nd 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 needs 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.
- e) 213 Center Street needs a new gate and stockade fence. An estimate of \$870 was submitted by Joel Daley Contracting.
- f) 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.
- g) 213 Center Street needs 4 new windows in the front and back of house. An estimate of \$4950 was submitted by Joel Daley Contracting.

213 Center Street

Beginning Balance 12/1/17	\$48,778.46
Village Electric	\$
Village Water	\$
	\$
	\$
Salary Reimb	\$151.20
TOTAL EXPENSES	\$
Approx Ending Balance	\$

278 2nd Street

Beginning Balance 12/1/17	\$71,857.70
Payment for 278 2 nd St	\$1,000.00
Electric	\$
Water	\$
Hands Fuel Co	\$
Pine Oaks Landscaping	\$180.00
Salary Reimb	\$453.60
TOTAL EXPENSES	\$
Approx Ending Balance	\$

Rental Income

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

2. Resolutions:

- a) MOTION – to approve the minutes of the October 24, 2017 Board Meeting.
- b) MOTION – to approve projected accounts payable for December 2017 for the Housing Authority totaling \$.
- c) MOTION – to approve projected accounts payable for December 2017 for 213 Center Street totaling \$.
- a) MOTION – to approve projected accounts payable for December 2017 for 278 2nd Street totaling \$.

3. Next meeting date: Tuesday, January 30, 2018 at 5:00 PM.

4. Motion to adjourn.



235 THIRD STREET
GREENPORT, NEW YORK 11944

Village of Greenport Housing Authority Regular Board Meeting

MINUTES 10/24/2017

The regular monthly meeting was held on Tuesday, October 24, 2017.

Those present were: Tina Finne, Karen Jimenez, Valerie Shelby and Robert Brandt. Meeting was called to order by Board Chair Tina Finne at 5:38 pm.

1. Section 8 Housing Update:

- a) 7 recertifications and 2 interims were performed for November 2017.
- b) VGHA received a 96% score on its 2017 SEMAP certification. This score designates the VGHA as a "High Performer" and with such title, enables the VGHA to a reduction in reporting requirements to HUD. For example, the VGHA will be allowed to submit a PHA Plan every 5 years instead of every year. High Performing PHAs also are entitled to the full distribution of their HAP funds without penalty.
- c) The hearing officer agreed with the VGHA's decision to terminate #36VC for violation of participant's obligation to report income. The voucher was terminated on 10/31/2017.
- d) A voucher was issued to a new family. Currently, there are 7 families searching for housing.

2. Community Development:

- a) 213 Center Street back porch steps and deck need to be sealed and painted. Front steps and railings and fence need to be painted. Front window wood sill needs to be replaced.

3. Resolutions:

- d) MOTION – to approve the minutes of the September 26, 2017 Board Meeting.
- e) MOTION – to approve projected accounts payable for November 2017 for the Housing Authority totaling \$78,999.70.
- f) MOTION – to approve projected accounts payable for November 2017 for 213 Center Street totaling \$268.40.
- g) MOTION – to approve projected accounts payable for November 2017 for 278 2nd Street totaling \$1,770.05.

Tina Finne made motion to adjourn second by Valerie Shelby. Motion carried. Meeting adjourned at 5:50 pm.

Respectfully submitted by: Tina Finne, Board Chairperson