

AGENDA  
HOUSING AUTHORITY BOARD REGULAR MEETING  
November 27, 2018

**1. Informational Update:**

HOUSING \_\_\_\_\_

- a) 8 recertifications and 2 interims were performed for December 2018.
- b) There are 5 families searching for housing.

*Voucher Program*                      December 2018 PROJECTED MONTHLY EXPENSES

HAP, PORT RENTS & UTILITY REIMBURSEMENTS (81 vouchers)	\$ .00
OFFICE/MILEAGE EXPENSES	\$
ATTY FEES	\$0.00
PORT FEES	\$0.00
REIMB to VILLAGE (PAYROLL, OFFICE RENT, EMPL BENES)	\$
<b>TOTAL</b>	<b>\$</b>

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

- a) .

*Community Development*                      November 2018 PROJECTED MONTHLY EXPENSES

213 Center Street

Beginning Balance 12/01/18	\$
Village Electric	\$
Village Water	\$
	\$
	\$
Salary Reimb	\$218.75
<b>TOTAL EXPENSES</b>	<b>\$</b>
Approx Ending Balance	\$

278 2<sup>nd</sup> Street

Beginning Balance 12/01/18	\$
Payment for 278 2 <sup>nd</sup> St	\$1,000.00
Electric	\$
Water	\$
HA Admin Supplemental	\$
Mattituck Enviro Svcs	\$28.75
Pine Oaks Landscaping	\$120.00
Salary Reimb	\$656.25
<b>TOTAL EXPENSES</b>	<b>\$</b>
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 October 30, 2018 Board Meeting.
  - b) MOTION – to approve accounts payable for December 2018 for the Housing Authority totaling \$.
  - c) MOTION – to approve accounts payable for October 2018 for 213 Center Street totaling \$.
  - d) MOTION – to approve accounts payable for October 2018 for 278 2<sup>nd</sup> Street totaling \$.
3. Next meeting date: **There will be no meeting held for December 2018 due to the Christmas holiday.**
4. Motion to adjourn.



## Village of Greenport Housing Authority Regular Board Meeting

### MINUTES 10/30/2018

The regular monthly meeting was held on Tuesday, October 30, 2018.

Those present were: Tina Finne, Karen Jimenez, Christopher North, Marilyn Corwin and Asha Gallacher. Meeting was called to order by Board Chairperson Tina Finne at 5:05 pm.

#### 1. Section 8 Housing Update:

- a) 6 recertifications and 3 interims were performed for October 2018.
- b) 5 recertifications and 6 interims were performed for November 2018.
- c) An informal review was held for an applicant who contested his denial of eligibility. The decision to deny his application was upheld.
- d) 3 vouchers were issued to applicants in September. 4 vouchers were issued in October.
- e) 1 issued voucher was rescinded because the applicant failed to deliver mandatory documents. 1 voucher expired because the family could not find housing. 1 voucher holder gave up their voucher.
- f) 1 family found housing and is leasing up December 1. 2 voucher holders passed away. There are 5 families searching for housing.

#### 2. Community Development:

- a) Nina JG Stewart has sent a memo to the Board to clarify who should sign 278 2<sup>nd</sup> Street leases and HAP contracts. (see attached).
- b) It has been recommended that the Housing Authority office computer be upgraded. Robert Brandt has authorized that 278 2<sup>nd</sup> Street account would bear the expense with board approval.
- c) CDCLI has extended their weatherization program to 278 2<sup>nd</sup> Street and 213 Center Street. This would include the window replacement on both houses (see attached).
- d) 278 2<sup>nd</sup> Street basement door is in bad repair and should be replaced. The basement is also damp/wet from heavy rain.

#### 3. Resolutions:

- a) MOTION – was made to approve the minutes of the August 28, 2018 Board Meeting. Tina Finne made motion, Marilyn Corwin carried.
- b) MOTION – was made to ratify accounts payable for October 2018 for the Housing Authority totaling \$86,006.74. Tina Finne made motion, Christopher North carried.
- c) MOTION – was made to ratify accounts payable for October 2018 for 213 Center Street totaling \$371.45. Tina Finne made motion, Karen Jimenez carried.

- d) MOTION – to ratify accounts payable for October 2018 for 278 2<sup>nd</sup> Street totaling \$4,981.52. Tina Finne made motion, Marilyn Corwin carried.
- e) MOTION – to approve projected accounts payable for November 2018 for the Housing Authority totaling \$82,979.64. Tina Finne made motion, Christopher North carried.
- f) MOTION – was made to approve accounts payable for November 2018 for 213 Center Street totaling \$452.48. Tina Finne made motion, Karen Jimenez carried.
- g) MOTION – was made to approve accounts payable for November 2018 for 278 2<sup>nd</sup> Street totaling \$3,046.37. Tina Finne made motion, Marilyn Corwin carried.
- h) MOTION – was made to approve ALIHA Luncheon for Asha Gallacher for \$36. Tina Finne made motion, Christopher North carried.
- i) MOTION – was made to approve HA computer upgrade totaling \$619.82. Tina Finne made motion, Christopher North carried.

Tina Finne made motion to adjourn, second by Christopher North. Motion carried. Meeting adjourned at 5:30 pm.

Respectfully submitted by: Tina Finne, Board Chairperson