

**HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA**  
**July 26, 2022 at 5:00 PM**

**1. Informational Update:**

**VOUCHER/HAP PROGRAM**

- a) The unaudited FASS was submitted on 6/21/2022 by Asha Gallacher, with the assistance of Lisa Caino at Cullen & Danowski, LLP.
- b) The June 28, 2022 board meeting was cancelled due to a lack of a quorum.
- c) Housing remains a crisis; lack of availability, property owners requesting higher rent increases, and landlords that are non-renewing participants in order to seek renters on the higher rent open market have caused a lower leasing rate for the VGHA and is depleting the VGHA's budget.

**2. Informational Update:**

**COMMUNITY DEVELOPMENT**

- a) The repairs to 278 2<sup>nd</sup> Street #3 have been completed. The board members were polled on June 21, 2022 to approve additional repairs which included installing new cabinets, light fixtures and plumbing totaling \$3,945.

**2022 Monthly Projected Income:**

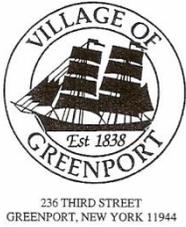
278 2 <sup>nd</sup> St, Unit # 1	\$1,375.00
278 2 <sup>nd</sup> St, Unit # 2	\$1,125.00
278 2 <sup>nd</sup> St, Unit # 3	\$1,175.00
213 Center St	\$1,125.00
Total Expected Revenue	<b>\$4,800.00</b>

**3. Resolutions:**

- a) MOTION – to approve the minutes of the June 7, 2022 Board Meeting.
- b) MOTION – to ratify additional repairs for 278 2<sup>nd</sup> Street totaling \$3,945.
- c) MOTION – to discuss an increase of rent for 213 Center Street.
- d) MOTION – to discuss the increase of rents for 278 2<sup>nd</sup> Street.
- e) MOTION – to approve the new lease template for 278 2<sup>nd</sup> Street.

**4.** Next meeting will be held on Tuesday, August 23, 2022 at 5:00pm.

**5.** Motion to adjourn.



## Village of Greenport Housing Authority Regular Board Meeting

### MINUTES

The regular monthly meeting was held on June 7, 2022.

Those present were: Tina Finne, Marilyn Corwin, Inga Van Eysden, Robert Brandt and Asha Gallacher: Meeting was called to order by Chairperson Tina Finne at 5:00pm.

#### 1. Section 8 Housing Update:

- a) 6 recertifications and 7 interims were performed for June 2022.
- b) One voucher holder was a lease in place and started on the program 6/1/2022.
- c) There are 2 voucher holders looking for units.
- d) One voucher ported to another state.
- e) One voucher holder had to relinquish the voucher issued because the landlord was an immediate family member.
- f) 2 voucher holders vouchers expired as they have been unable to find housing for several months.
- g) James Olinkiewicz, a property owner and landlord in Greenport, addressed his concerns of rising costs in utilities, insurance and taxes; particularly fuel oil, and his need to increase rents to offset these expenses.

#### 2. Community Development:

- a) 278 2nd Street #3 had a sewage leak which originated from the upstairs apartment. The Board was polled on 5/11/2022 to approve the remediation work by ServPro for \$3,401.73.
- b) Repair to the broken toilet in 278 2nd Street #3 was completed by VanEtten Plumbing for \$946.80.
- c) Continuation of the repair work at 278 2nd Street #3 involved replacing the sheetrock to the walls and ceiling and reinstalling the kitchen cabinets. The board was polled on 6/1/2022 to approve the only estimate submitted by Paul Golanec Construction for \$13,930.00.
- d) Balance of 213 Center Street Checking account as of June 1,2022 is: \$ 46,077.37.
- e) Balance of 278 2nd Street checking account as of June 1, 2022 is: \$ 43,413.25.

### 3. Resolutions:

- a) MOTION – was made to approve the minutes of the March 29, 2022 Board Meeting. Tina Finne made motion; Marilyn Corwin carried.
  - b) MOTION – was made to ratify accounts payable for May 2022 for the Housing Authority totaling \$110,227.75. Tina Finne made motion; Inga Van Eysden carried.
  - c) MOTION – was made to ratify accounts payable for May 2022 for 213 Center Street totaling \$783.01. Tina Finne made motion; Inga Van Eysden carried.
  - d) MOTION – was made to ratify accounts payable for May 2022 for 278 2nd Street totaling \$1,908.56. Tina Finne made motion; Marilyn Corwin carried.
  - e) MOTION – was made to approve the increase to the HUD Payment Standard to 110% of the Fair Market Rent to reasonably accommodate the elderly and disabled per the discretion of the Housing Authority. Tina Finne made motion; Inga Van Eysden carried.
  - f) MOTION – was made to table an increase of rent for 213 Center Street. Tina Finne made motion; Inga Van Eysden carried.
  - g) MOTION – was made to table the increase of rents for 278 2nd Street. Tina Finne made motion; Inga Van Eysden carried.
  - h) MOTION – was made to ratify the estimate by ServPro to remediate the sewage damage to 278 2nd Street #3 from the upstairs apartment #1. Total cost was \$3,401.73. Tina Finne made motion; Marilyn Corwin carried.
  - i) MOTION – was made to ratify the restoration of the drywall and reinstallation of the cabinets to 278 2nd Street #3 totaling \$13,930. Tina Finne made motion; Marilyn Corwin carried.
  - j) MOTION – was made to ratify the repair of the plumbing to 278 2nd Street #1 totaling \$946.80. Tina Finne made motion; Marilyn Corwin carried.
  - k) MOTION – was made to ratify the waiver of the tenant's portion of rent in 278 2nd St #3 due to the inconvenience of being without a kitchen for the months of May and June. Total amount of rent waived is: \$798.00. Tina Finne made motion; Inga Van Eysden carried.
4. Next meeting will be held on Tuesday, June 28, 2022.
  5. Marilyn Corwin made motion to adjourn, Marilyn Corwin carried. Meeting adjourned at 6:00pm.

Respectfully submitted by Tina Finne, Board Chairperson