

**HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA**  
**January 31, 2022 at 5:00 PM**

**1. Informational Update:**

**VOUCHER/HAP PROGRAM**

- a) 5 recertifications and 3 interims were performed for December 2022.
- b) On 1/17/2023, 3 informal hearings were performed to determine the end of participation for 3 current voucher holders due to their failure to follow their obligations as participants of the VGHA Section 8 program.
- c) Balance of VGHA HAP Checking account as of 12/31/2022 is: \$6,168.00.
- d) Balance of VGHA HAP Savings account as of 12/31/2022 is: \$17,240.13.
- e) Balance of VGHA Admin Checking account as of 12/31/2022 is: \$49,379.46

**2. Informational Update:**

**COMMUNITY DEVELOPMENT**

- a) One of the fence panels and the stockade door lock was repaired at 213 Center Street.
- b) Asha Gallacher and Nina J Stewart (HA Attorney's) are finalizing the new lease for 213 Center Street. At the VGHA Board Meeting held on 7/26/2022, Inga Van Eysden made motion and was approved by Marilyn Corwin to raise the rent by having the tenant be responsible to pay for heating (propane) and electric.
  - 1. Tenant will also be required to sign a service contract with the propane company.
- c) Balance of CD 213 Center Street Checking account as of 12/31/2022 is: \$47,232.95.
- d) Balance of CD 278 2nd Street checking account as of 12/31/2022 is: \$18,878.61.

**2023 Monthly Projected Income:**

|                                  |                   |
|----------------------------------|-------------------|
| 278 2 <sup>nd</sup> St, Unit # 1 | \$1,475.00        |
| 278 2 <sup>nd</sup> St, Unit # 2 | \$1,225.00        |
| 278 2 <sup>nd</sup> St, Unit # 3 | \$1,275.00        |
| 213 Center St                    | \$1,125.00        |
| Total Expected Revenue           | <b>\$5,100.00</b> |

### **3. Resolutions:**

- a) MOTION – to approve the minutes of the December 13, 2022 Board Meeting.
- b) MOTION – to ratify December 2022 accounts payable for the Housing Authority totaling \$107,616.02.
- c) MOTION – to ratify December 2022 accounts payable for the 213 Center Street totaling \$721.59.
- d) MOTION – to ratify December 2022 accounts payable for 278 2<sup>nd</sup> Street totaling \$3,339.78.
- e) MOTION - to approve the Civil Rights Certification for 2023. (Annually, qualified public housing agencies are required to make a Civil Rights certification of the public housing program in accordance with 5A of the Act, as amended by HERA, on form HUD-50077-CR, Civil Rights Certification.)

**4.** Next meeting will be held on Tuesday, February 28, 2023 at 5:00pm.

**5.** Motion to adjourn.



## Village of Greenport Housing Authority Regular Board Meeting

### MINUTES

The regular monthly meeting was held on December 13, 2022.

Those present were Tina Finne, Marilyn Corwin, Christopher North and Asha Gallacher: Meeting was called to order by Chairperson Tina Finne at 5:04pm.

#### 1. Section 8 Housing Update:

- a) 4 recertifications and 3 interims were performed for September 2022.
- b) 6 recertifications and 8 interims were performed for October 2022.
- c) 6 recertifications and 1 interim were performed for November 2022.

#### 2. Community Development:

- a) Continue discussion on rental increases to 278 2<sup>nd</sup> Street.
- b) Review Nina J Stewart's (HA Attorney's) edits to the 278 2<sup>nd</sup> Street lease.

#### 3. Resolutions:

- a) MOTION – was made to approve the minutes of the October 25, 2022 Board Meeting.
- b) MOTION – was made to ratify October 2022 accounts payable for the Housing Authority totaling \$102,102.89. Tina Finne made motion; Marilyn Corwin carried.
- c) MOTION – was made to ratify October 2022 accounts payable for the 213 Center Street totaling \$721.59. Tina Finne made motion; Christopher North carried.
- d) MOTION – was made to ratify October 2022 accounts payable for 278 2<sup>nd</sup> Street totaling \$3,339.78. Tina Finne made motion; Christopher North carried.
- e) MOTION – was made to ratify November 2022 accounts payable for the Housing Authority totaling \$102,788.13. Tina Finne made motion; Marilyn Corwin carried.
- f) MOTION – was made to ratify November 2022 accounts payable for the 213 Center Street totaling \$669.33. Tina Finne made motion; Christopher North carried.
- g) MOTION – was made to ratify November 2022 accounts payable for 278 2<sup>nd</sup> Street totaling \$3,036.32. Tina Finne made motion; Christopher North carried.
- h) MOTION – was made to accept the lease for 278 2<sup>nd</sup> Street. Tina Finne made motion; Christopher North carried.
- i) MOTION – was made to raise the rents \$100 for each apartment at 278 2<sup>nd</sup> Street. Tina Finne made motion; Marilyn Corwin carried.

4. Next meeting will be held on Tuesday, February 28, 2023 at 5:00pm.

5. Tina Finne made motion to adjourn, Christopher North carried. Meeting adjourned at 5:24 pm.

Respectfully submitted by Tina Finne, Board Chairperson