

# **GLOVERSVILLE HOUSING AUTHORITY MINUTES OF THE NOVEMBER 2024 MONTHLY MEETING**

## **NOVEMBER 13, 2024**

The Gloversville Housing Authority's Board of Commissioners met at its monthly meeting that was held at Dubois Garden Apartments, 181 West Street Gloversville NY on November 13, 2024 at 6:00p.m.

**Board Members Present:**    **Ellen Anadio, Commissioner**  
   **Lashawn Hawkins, Commissioner**  
   **Gail Peters, Commissioner**  
   **Ronald Holly, Commissioner**  
   **Imari Shaw, Commissioner**  
   **Sherry Courtney, Resident Commissioner**

**Others Present:**                **Anthony Casale, Authority Legal Counsel**  
   **Kayla Potter – Executive Director**  
   **Clyde Nellis – Authority Accountant**

Commissioner Anadio called the meeting to order at 6:00 p.m. All present stood for the Pledge of Allegiance followed by a moment of silence.

Commissioner Anadio conducted a roll call memorializing the presence of the above-named individuals.

Commissioner Anadio opened the floor for public comment, and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Announcements by Commissioners, with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for Communications and with there being none, the board proceeded with its agenda.

Commissioner Anadio opened the floor for board committee reports and with there being none, the board continued with its agenda.

Commissioner Anadio opened the floor for old business and inquired of the group confirming that they all received committee assignments and had no concerns. No concerns were raised and the board proceeded with its agenda.

The Executive Director's Report was provided by Kayla Potter.

There were 5 move-ins during the month of October. Occupancy is 83%. While we filled 5 units, we also lost four people, so it's a trend the last couple of months, with deaths and move outs..... 8 units have were taken offline for modernization, 4 at Forest Hill and 4 at Kingsboro. We still get our subsidy for these units, it just doesn't count against us for occupancy..... Forest Hills elevators are still having some issues. Repair workers were there today and had to order a part. They left, and an hour later, it went down again so they'll be back tomorrow. And I'll be there questioning on what the next steps might be. Be because they don't seem to have the answers on what the problem is so that's been an ongoing issue. Kingsboro elevators have been repaired, knock on wood, it's all been good. Also, the front doors at Forest Hill are not working either. They will be on site tomorrow as well..... The Community room leak at Kingsboro was found and fixed. We had to replace the section of the sewer line in unit 207 and the parking lot at Kingsboro, where our water main repair was. It was paved and sealed up. So that's all completed.... Melissa Bacon is our new tenant relations assistant at Forest Hill, she started on the 4th and Jesse's going to be training her for probably a good month. She was actually down there today on her own, just settling right in so she's going to take off and she's going to be a great addition. We had a former maintenance employee, J.R., he came on board part time. He's here Tuesday, Wednesday, Thursday, and he's been a great help. He saved us money, he works on the boilers up here and the heating boilers. So right off the bat, we've already saved money with him. And he's only part time until we find a full time .... You have the report on our capital funds project. We have a lot going on. These are three capital funds awards that from 2021 through 2023 that we are working on extinguishing. When I first started back in, I think December, I was able to get a 12 month extension. For '21 and '22. Which it's only extended until February in May, so it may seem like we're spending spending spending but it has to be spent. So that being said, I have. I've received some bids on painting the common areas a both of the towers along with replacing the carpets and the LVT or the tiles at Forest Hill would hopefully laying the LVT flooring.....All of the offices we received new printers. We need an upgraded computer system because we're absolutely as of next year. And that's going through our IT vendor who were contracted out with and that will be out of our operations portion of CFP '21. ....We're installing 1 camera at each community room at the towers. We've had some issues going on at Forest Hill along with a few months back. If you remember the issue at Kingsboro with the guy who kind of went AWOL or whatever. So I thought that would be a good way to keep an eye on what goes on there. That will come out of the operations portion of '21 as well and our big project for the sewer. We should be getting a date and the project should be starting December and they are doing the main line repair right up to modernizing the units and getting them online. Hopefully by February we will be rented out. So a good two months. So that's an update so far where we are next month. We should have another big update..... Health insurance we are looking to switch to MVP, which is already in the works. I'm hoping by January 1st will be switched over to MVP and that will be a significant savings. Our health benefits jumped 13% this year. On top of that, we are paying for our retirees as well. Some of them. So it is pretty crazy but High Mark, inn the last three years, I guess it's been a double digits so I am looking and in the works to switch everything.

Commissioner Anadio opened the floor for new business. Commissioner Anadio presented Resolution 875 regarding monthly vendor invoices and read said resolution, said resolution

reading as following: into the record as follows: Whereas the Gloversville Housing Authority's Finance Committee has reviewed the monthly vendor invoices for payment of the financial obligations of the Gloversville Housing Authority for the month of October 2024 and finds all payments on the attached list to be in order. Now therefore be it resolved, the Board of Commissioners of the Gloversville Housing Authority has reviewed the monthly vendor invoices for payment as set forth on the attached list." A motion was made by Commissioner Holly adopting Resolution 875, and said motion was seconded by Commissioner Hawkins. There was no additional discussion and Resolution 875 was approved by a vote of 6-0 in the affirmative.....

A motion was made by Commissioner Peters approving the October 2024 meeting minutes, with said motion having been seconded by Commissioner Holly. There was no additional discussion and the motion was approved by a vote of 6-0 in the affirmative.

A motion to adjourn the meeting was made by Commissioner Holly and seconded by Commissioner Peters. The motion carried by a vote of 6-0 in the affirmative. The meeting was adjourned at 6:19 pm.

Dated:

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Lashawn Hawkins, Secretary