

**CATSKILL HOUSING AUTHORITY  
BOARD MEETING  
WEDNESDAY, MARCH 30, 2022  
5:00 P.M.  
MINUTES**

**PRESENT:**

Patrick Hernandez  
Samuel Aldi  
Veronica Evans  
Clark McKinnon

Timothy Mattice, Interim Executive Director

**ABSENT:**

Karen Gilchrist

**CALL TO ORDER:**

Patrick Hernandez: Roll call taken for Wednesday, March 30, 2022, quorum met, meeting to proceed.

Timothy Mattice discussed the Annual Meeting. Officers have to be elected for the 2022 year. Will discuss new officers at the end of the meeting.

**SECRETARY'S REPORT:**

Timothy Mattice opened a discussion regarding the Housing Authority's Bank Account Balances and the financial state of the authority. Bank accounts are looking good. Tim has started the process regarding the Capital Fund monies that HUD will award to the Catskill Housing Authority. A 45-day comment period has been opened and then a public hearing will be conducted at our May Board meeting. When this is completed, we will submit the paperwork for the Capital fund money from HUD. We should receive the funds in June for the 2022 Capital Fund program.

Accounts receivables were discussed. One vacancy at the current time. Many housing authorities are struggling with back rent due. NYSPHADA is actively working with HUD and Congress to get funding to address this massive problem. The rent moratorium has expired but a NYS judge ruled that as long as tenants applied for the Emergency Rental Assistance Program (ERAP), evictions could not take place. We are awaiting to see if funding will be available for the arrears. Currently there is no money available at this time for ERAP and there's no guarantee that there will be funding. There has been an indication that Subsidized Housing will be the last tenants to be assisted for the bail out.

Profit and Loss statements were discussed.

**NEW BUSINESS:**

**Resolution No. FY22-R5**

March 30, 2022

**Acceptance of January 26, 2022 Board of Commissioners Meeting Minutes**

**WHEREAS**, the Board of Commissioners has reviewed and accepts the minutes of the January 26, 2022 monthly Board Meeting.

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Catskill Housing Authority approves, at this meeting on March 30, 2022, minutes of the January 26, 2022, Board Meeting of the Catskill Housing Authority.

Veronica Evans motioned to accept.  
Samuel Aldi seconded.

All in favor, Resolution passed.

**Resolution No. FY22-R6**

March 30, 2022

**Acceptance of January 2022 Vendor Payments**

**WHEREAS**, the Board of Commissioners has reviewed the monthly vendor invoices for payment of the financial obligations of the Catskill Housing Authority,

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Catskill Housing Authority approves the disbursements for January 2022.

Clark McKinnon motioned to accept.  
Veronica Evans seconded.

All in favor, Resolution passed.

**Resolution No. FY22-R7**

March 30, 2022

**Acceptance of February 2022 Vendor Payments**

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**WHEREAS**, the Board of Commissioners has reviewed the monthly vendor invoices for payment of the financial obligations of the Catskill Housing Authority,

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Catskill Housing Authority approves the disbursements for February 2022.

Clark McKinnon motioned to accept.  
Veronica Evans seconded.

All in favor, Resolution passed.

Timothy Mattice gave a brief Facilities Update. We had no heating issues, no hot water issues, it's been a relatively quiet winter. The authority is coming up with a list of projects for the spring/summer. Sealcoating the sidewalks is one project. We are also submitting a request to Greene County to receive funding from the COVID relief fund that the County received from the Federal Government. We are also asking for grant funding and a partnership with the Village of Catskill to help us with a CDBG application for \$500,000 to help us with a window replacement project. Cover letters and supporting documentation for the grant requests are available in the commissioner packets. Letters will be sent within the next week.

We have formally submitted an Articles of Incorporation for the Tenants' Association. A meeting with the officers took place. A 501C3 application will also be completed and submitted on behalf of the Tenants' Association.

COVID test kits and N95 masks were made available to all the residents on behalf of Assemblyman Tague over the winter.

## **Resolution No. FY22-R8**

March 30, 2022

Approval of Contract Amendment #1 To Original Agreement For Fee Accounting Services.

**WHEREAS**, the Catskill Housing Authority's Board of Commissioners approved Resolution FY22-R8 on March 30, 2022 - Change Order for extending original contract for Fee Accounting Services Dated January 2019 with John Cruikshank, CPA firm, P.O. Box 620, White Plains, New York 10603; and,

**WHEREAS**, John Cruikshank, CPA Firm has provided Fee Accounting services to the Catskill Housing Authority for well over 20-years; and has charged well below industry standard fees for his services including providing end of year reporting, annual budgeting, and monthly financial statements; and,

**WHEREAS**, the Catskill Housing Authority and John Cruikshank, CPA firm is desirous of extending the original contract for fee accounting services for periods ending June 2022 through December 2023; and,

**WHEREAS**, see attached Proposal and amended contract for fee accounting services change order #1 to original contract dated January 2019; and,

**NOW, THEREFORE, BE IT RESOLVED**, the Catskill Housing Authority's Board of Commissioners hereby approves Resolution FY22-R8 change order to original contract for fee accounting services.

Samuel Aldi motioned to accept.  
Clark McKinnon seconded.

All in favor, Resolution passed.

**PUBLIC COMMENT:**

Tenant had a question regarding a meeting with the Tenants' Association the following day.

**ANNOUNCEMENT OF COMMISSIONERS:**

No Announcements

Request was made by Patrick Hernandez to go into Executive Session.

Veronica Evans motioned.

Samuel Aldi seconded.

All in favor, motion approved.

Board went into Executive Session at 5:45pm.

Clark McKinnon motioned to come out of Executive Session at 6:23pm.

Samuel Aldi seconded the motion.

All in favor, Motion approved.

Annual Meeting to elect officers took place at 6:23pm.

Chairperson nomination: Patrick Hernandez

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Motion to nominate Patrick Hernandez for Board Chairperson was made by Veronica Evans.

Samuel Aldi Seconded the motion.

All in favor

Motion carries.

Vice Chairperson nomination: Clark McKinnon

Motion to nominate Patrick Hernandez for Board Chairperson was made by Veronica Evans.

Patrick Hernandez Seconded the motion.

All in favor

Motion carries.

Annual Meeting closed at 6:25pm.

**ADJOURNMENT:**

Veronica Evans made a motion to adjourn.

Samuel Aldi seconded the motion.

All in favor to adjourn the meeting. Motion approved.

SEAL