

**CATSKILL HOUSING AUTHORITY
BOARD MEETING
WEDNESDAY, MARCH 29, 2023
5:00 P.M.
MINUTES**

PRESENT:

Patrick Hernandez
Samuel Aldi
Rich Ahlberg
Megan Zahn

Timothy Mattice, Interim Executive Director

ABSENT:

Clark McKinnon

CALL TO ORDER:

Patrick Hernandez: Roll call taken for Wednesday, March 29, 2023, quorum met, meeting to proceed.

Election of officers will be tabled until a full board is present.

NEW BUSINESS:

Resolution No. FY23-R6

March 29, 2023

Acceptance of February 22, 2023 Board of Commissioners Meeting Minutes

WHEREAS, the Board of Commissioners has reviewed and accepts the minutes of the February 22, 2023 monthly Board Meeting.

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves, at this meeting on March 29, 2023, minutes of the February 22, 2023, Board Meeting of the Catskill Housing Authority.

Motion to Accept: Samuel Aldi
Second: Megan Zahn
All in favor. Resolution passed.

Resolution No. FY23-R7

March 29, 2023

Acceptance of February 2023 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 February 2023.

Rich Ahlberg inquired about Adirondack Combustion. Timothy Mattice explained that they were our boiler company. We have upgraded boiler #4's electronics. This is also part of our annual contract to maintain boilers.

Samuel Aldi inquired about Timothy Mattice's contractual payment for travel and phone service. Patrick Hernandez explained that the board had agreed and signed off on his contract last year.

Motion to Accept: Rich Ahlberg
Second: Megan Zahn

All in favor. Resolution passed.

SECRETARY'S REPORT:

Timothy Mattice went over the accounts receivables. He went over the 2 Profit and Loss statements that were included in the meeting packets for January and February of this year. We are currently in the black, showing a profit. The numbers will change once we receive our Capital Funds for this year. We are getting approximately \$50,000 more than what is listed on the P&L's. We are in line to be at \$100,000 profit for this budget. We are in line to have over a million dollars in reserves once we receive all of our capital funds. This will be the first time in over 13 years. Tim discussed how we've been making progress with the tenants that are in rental arrears. We have collected close to \$45,000 in arrears so far this year. We are meeting with several tenants to set up repays and getting current on the monthly rent.

We have been sending out about 45 late notices monthly. This past month we were down to 20 notices. We are bringing in the residents and talking to them. Giving them an opportunity to get their balances paid off or at the very least – getting them to get their monthly rent in on time. It's been a constant open line of communication. We have been giving them information and resources to help them get back on track.

There has to be a decision made with regards to the ERAP program this year. We are hopeful that there will be some type of payment for the arrears that have been requested from applicants.

We will be attending the Spring NYSPHADA conference in April. Hopefully there will be information given with regards to ERAP. There are workshops for Commissioners, etc. There is a general wealth of information that can be obtained by attending these conferences.

FACILITIES UPDATE:

Timothy Mattice sent out an email Monday to Shaun Groden, the County Administrator, seeking information regarding a grant to help up with a window project. He hasn't heard back yet.

Laundry room is fully completed. Outside lighting has been installed. A lock system has been installed. All new washers & dryers are in. It has had new flooring installed and has been painted. Pictures are up on the website.

Rich Ahlberg requested that the board take a facilities tour.

Samuel Aldi asked about how much flooring has been done in the units. We have done approximately 15 floors. We've installed some new cabinets in the kitchens. We are prioritizing what needs to be done for each unit.

Over the next couple of years, we will have to have a discussion about obtaining private money to update all units.

Samuel Aldi asked about the fencing and the landscaping with regards to the Creekside view. We would have to reach out to code enforcement and the State regulations, etc. to make sure any changes that we would like to make are up to code and safety regulations.

PUBLIC COMMENT:

None.

ANNOUNCEMENT OF COMMISSIONERS:

None.

ADJOURNMENT:

Rich Ahlberg made a motion to adjourn.

Samuel Aldi seconded the motion.

All in favor to adjourn the meeting. Motion approved.

SEAL