CATSKILL HOUSING AUTHORITY
BOARD MEETING
WEDNESDAY, APRIL 29, 2026
5:37 P.M.
MINUTES

PRESENT:

Patrick Hernandez
Clark McKinnon
Samuel Aldi
Michael Hawksby

Timothy Mattice, Interim Executive Director

ABSENT:

Megan Zahn

CALL TO ORDER:

Patrick Hernandez: Roll call taken for Wednesday, April 29, 2026, quorum met, meeting to proceed.

NEW BUSINESS:

Resolution No. FY26-R06

April 29, 2026

Acceptance of March 25, 2026 Board of Commissioners Meeting Minutes

WHEREAS, the Board of Commissioners has reviewed and accepts the minutes of the March 25, 2026 monthly Board Meeting.

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Catskill Housing Authority approves, at this meeting on April 29, 2026, minutes of the March 25, 2026, Board Meeting of the Catskill Housing Authority.

Motion to Accept: Clark McKinnon
Second: Michael Hawksby

All in favor. Resolution passed.

Resolution No. FY26-R07

April 29, 2026

Acceptance of March 2026 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 March 2026.

Samuel Aldi asked about Stants Capital Combustion payment. This was a boiler repair that was completed and covered mostly by an insurance claim.

Motion to Accept: Samuel Aldi
Second: Clark McKinnon

All in favor. Resolution passed.

Resolution No. FY26-R08

April 29, 2026

Tenant Account Receivables - Bad Debt Write Off

WHEREAS, in order to comply with HUD accounting procedures and on advice and consultation with PHA Attorney and Fee Accountant, the following account(s) are very doubtful for collection and shall be written off effective April 29, 2026;

Former Resident - Unit #32	$18,470.86
Former Resident - Unit #42	$18,143.70
Former Resident - Unit #73	$22,534.15
Former Resident – Unit #37	$ 299.11

WHEREAS, the above account is overdue from the vacated tenant, and it has been deemed not cost effective to collect and should be written-off as uncollectible for GAAP in our Operating Budget.

WHEREAS, the above aforementioned will hereby be entered into the HUD PIC database system, and will be placed in a national register of uncollected debt for future collection by the Catskill Housing Authority in the event the aforementioned attempts to secure public housing in the future.

NOW, **THEREFORE BE IT RESOLVED**, that Resolution # FY26-R08 is hereby approved.

This debt gets written off the housing authority books but the amount still goes into a HUD national data base. If the former resident tries to obtain any form of housing under any low-income housing program, the debt to our housing authority must be paid in full first.

Motion to Accept: Clark McKinnon
Second: Michael Hawksby

All in favor. Resolution passed.

Resolution No. FY26-R09

April 29, 2026

Acceptance of the 2026 Capital Fund Program Grant

WHEREAS, the Catskill Housing Authority's Board of Commissioners approved Resolution No. FY26-R09 on April 29, 2026 accepting the 2026 Annual Capital Fund Program Grant allocation; and,

WHEREAS, Every year the Catskill Housing Authority (CHA) receives a Capital Fund Program (CFP) grant from the U.S. Dept. of Housing and Urban Development (HUD). CFP grant funds are used by CHA to fund physical and management improvements, and general operating expenses; and,

WHEREAS, The U.S. Department of HUD has awarded the 2025 CFP funds for Catskill Housing Authority in the amount of $305,196 (See attached HUD form 50075.1); and,

WHEREAS, to obtain access to the grant funds CHA must provide HUD various documents (referred to as grant submission documents). In addition, A public hearing and 45-day statutory public review and comment period of the CFP grant submission documents is also required. The review and comment period for the 2025 CFP grant submission documents began Wednesday March 11, 2026 and ended on Friday April 24, 2026; and,

WHEREAS, a public hearing has been published and scheduled for April 29, 2026 at 5:00pm at which time anyone from the public may submit comments regarding the 2026 CFP Program. All comments will be incorporated into the application and meeting minutes; and,

NOW, THEREFORE, BE IT RESOVLED, that the Board of Commissioners hereby accepts the 2026 Capital Funds Program Grant to Operations BLI 1406.

Motion to Accept: Samuel Aldi
Second: Clark McKinnon

All in favor. Resolution passed.

SECRETARY'S REPORT:

Timothy Mattice went over the financials and bank balances. The Tenant arrears are currently over $100,000 but after the write offs come off next month, we will be lower than we have been in years. We are still struggling with residents paying rent on time. We are trying to manage the arrears to the best of our ability.

Discussion took place regarding where the future of the housing authority is headed. A consultant will be brought in to educate the board on the best route to take. A request for proposal will be sent out to qualified housing consultants that have experience in RAD conversion and low-income housing tax credit services and programs. This request is for a consultant to meet with the CHA Board of Commissioners in person to explain all options and allow the board to ask questions. This purpose is solely to educate the board to help them make the right decisions for the agency moving forward.

Timothy Mattice discussed the Workforce Housing Attainability Assessment document that has been distributed. The outlook is bleak for Greene County. Catskill has been designated as a disadvantaged community. This designation is based off of 45 factors such as environmental factors, social economic factors, vacancy rate, wage rates, all these factors determine what a disadvantaged community is based off of. There is a substantial housing crisis in Catskill. Preserving the housing authority is of the utmost importance at this time.

Timothy Mattice made a motion for the board to allow him to proceed with the RFP for the consulting services.

All in favor.

ANNOUNCEMENT OF COMMISSIONERS:

None.

PUBLIC COMMENT:

None.

ADJOURNMENT:

There being no further business, Clark McKinnon made a motion to adjourn.

Samuel Aldi Seconded the motion.

All in favor to adjourn the meeting. Motion approved.

SEAL