**ELMIRA HOUSING AUTHORITY**

**FEBRUARY 23, 2023**

**BOARD MEETING MINUTES**

PRESENT: CHAIRPERSON PATSY DICHIARA (Virtual)

VICE CHAIRPERSON JAMES BRADY

SECRETARY DORINE FARR

COMMISSIONER BECKY BRADLEY

COMMISSIONER JOSEPH COST

COMMISSIONER LESLIE GORTON

COMMISSIONER FILOMENA JACK

ALSO, PRESENT: LEGAL COUNSEL STEVEN AGAN

EXECUTIVE DIRECTOR KAREN SHAFFER

MODERNIZATION COORDINATOR JAMES A MIRANDO

:

**COMMENTS FROM THE PUBLIC**

No comments from the Public. No person in attendance from the Public

**COMMISSIONERS OPEN FORUM**

No comments from the Commissioners

**Resolution** **Description** **Sponsor** **Status**

2023.005 Authorizing the Dispensing of the Reading of the Brady Passed Regular Board Meeting Minutes of January 26, 2023

2023.006 Recognizing Management Aide Emily Perry on completion Bradley Passed

Of Civil Service Examination for Tenant Relations Assistant

2023.007 Aut5horizing Contract with Capabilities Inc Gordon Passed

2023.008 Authorizing Contract for Architectural and Engineering Farr Passed

Services

2023.009 City of Elmira Police Contract``` Cost Passed

2023.010 Verizon Wireless Cell Tower Lease Agreement Jack Passed

2023.011 Authorizing Travel to NYSPHADA Spring Conference Bradley Passed

**On Resolution 2023.006**. the Executive Director commented that Ms. Perry has been preforming the duties as Tenant Relations Assistant (Tenant Applications) since November 2021 and it took the Civil Service Examination in June 2022. The results of the examination were recently released from the New York State Civil Service.

**On Resolution 2023.007**, the resolution is to extend the janitorial services contract with Capabilities Inc for and additional six months in order for the maintenance staff top concentrate on clean and paint the vacant apartments. There is a steady move-out and move-in of 40 to 6 tenants a month and there is over 10 apartments at Flannery that have water damage from either a ruptured sprinkler head or apartment on the 11th floor from the water leaks from the roof.

**On Resolution 2023.008**, the Architect and Engineering Contract is for monies received in the Capital Fund from 2022 Year. The construction work to be performed is a New Roof at the “A” Tower at Flannery Apartments, new Roofs at the Hoffman Plaza Apartment Buildings, New Site Lighting at Hoffman Plaza, and Restoration of the Balconies at Bragg Towers. The estimated cost of the projects is $475,000.00.

**On Resolution 2023.009**, Management met with eh City Police Chief and was informed the assigned police ooficer to the Elmira Housing Authority has resigned from the City Police force. Also, no new Elmira Police officer can be assigned to the Elmira Housing Authority due to staff shortage. The Police Chief contemplates new officers will be hired and forwarded to training and may be available by September 2023. The Police chief will inform the Elmira Housing Authority when there is the availability of an assigned police officers. The Elmira Housing Authority informed the Police Chief, the Elmira Housing Authority will suspend the contract payments and will rely upon the regular police patrolling to service the Housing Authority Developments.

**On Resolution 2023.010**, Management has informed the Board that the existing contract with the Verizon Corporation will not be altered and if the Verizon Corporation wishes to terminate the Lease Contract that have until November 1, 2023 to inform the Housing Authority for termination by May 1, 2024. Verizon Corporation will be installing new equipment to promote the new 5G capabilities.

**On Resolution 2023.011**, Management has bee informed by the New York State Public Housing Directors Association (NYSPHADA) that a spring conference will be held on April 19 to 20, 2023. The meeting agenda has not been finalized but it is assumed educational meetings plus new legislative information will be available at the Turning Stone Resort in Verona, New York.

As no other business remained on the agenda, the offered was made to adjourn.

The Board Meeting was adjourned at 5:05 P.M. by Resolution 2023.012.

Dorine Farr

Secretary