

**MINUTES OF THE REGULAR MEETING OF THE
MEMBERS OF TROY HOUSING AUTHORITY
HELD ON THURSDAY, NOVEMBER 3, 2016**

PRESENT: Susan Steele, Commissioner
Robert Linder, Commissioner (late)
Daryl Freedman, Commissioner
Debora Jackson, Commissioner
Darren J. Scott, Chair

ABSENT: Oscar McLaughlin, Vice Chair
James H. Brust, Commissioner

ALSO

PRESENT: Daniel P. Crawley, Executive Secretary
Deborah Witkowski, Comptroller
Thomas Hulihan, Director of Planning and Program Development
Charles, Sarris, THA Counsel
Several AMP Managers and members of the public

The Commissioners of the Troy Housing Authority met in REGULAR Session on Thursday, November 3, 2016 at 4:30 p.m. in the Community Room at Corliss Park Apartments, Troy NY 12182. Chair Scott called the Meeting to Order and Debora Jackson led the Assembly in the Pledge of Allegiance. Upon Roll Call, four Commissioners were present. Commissioner Brust and Vice Chair McLaughlin were absent. Commissioner Linder was late.

Chair Scott asked if anyone wished to give public comment. There were none.

Chair Scott moved to Resolution 16-28, the Approval of the Minutes of the REGULAR Board of Commissioners Meeting of the Troy Housing Authority held on Thursday, September 22, 2016. Commissioner Steele moved to vote on the minutes. Commissioner Freedman seconded the motion. The minutes were approved by all Commissioners present.

Chair Scott moved to OTHER BUSINESS:

Chair Scott reminded all Commissioners to fill out their individual Executive Secretary Personnel Evaluation and promptly return them to Commissioner Linder, Chair of the Human Resources Committee. Commissioner Linder then stated that he had all evaluations with the exception of one. Upon receipt of the outstanding evaluation, Commissioner Linder stated that he would be compiling the results for presentation to the Human Resources Committee and to the full Board in December.

Chair Scott moved to the Financial Report, in which Comptroller Deborah Witkowski discussed the Financial Statements submitted. She indicated that the format of the reports for this month was slightly different and were being presented in an Income Statement format. She indicated that at the completion of the first eleven months of the year that all AMPs were trending toward a positive year end position. Comptroller Witkowski also indicated that the reports did not contain the accrual or actual cost of the NYS Retirement payment due to the State

of New York in December. That payment would be the largest operating expense anticipated before year end. Comptroller Witkowski also advised that the 2017 Budgets were in the process of being completed and would be presented to an upcoming finance committee meeting and then to the full Board of Commissioners at the December Board meeting. Additionally, Ms. Witkowski said that an RFP had been issued for Audit Services for a potential five year contract period. The responses were back and would be analyzed, presented to the finance committee and to the Board at the December meeting. Commissioners received a packet with financial reports at the meeting.

Chair Scott moved to the Monthly Executive Secretary Report and Executive Secretary Crawley discussed his report.

Chair Scott adjourned the meeting at 5:05 p.m.

CERTIFICATE

I, DANIEL P. CRAWLEY, duly appointed, qualified and SECRETARY of TROY HOUSING AUTHORITY, do hereby certify that the attached copy of the Minutes of the REGULAR Meeting of the MEMBERS of said AUTHORITY, held on the 3rd day of NOVEMBER 2016, is a true and correct copy of the original Minutes of said Meeting on file and of record, and I do further certify that the copy of the Resolution(s) appearing in said attached copy is a true and correct copy of the Resolution(s) adopted at said MEETING and is on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said AUTHORITY this 3rd day of NOVEMBER 2016.

Daniel P. Crawley
Executive Secretary

(SEAL)