

**MINUTES OF THE MEETING OF THE  
MEMBERS OF TROY HOUSING AUTHORITY  
HELD ON FRIDAY, DECEMBER 20, 2019**

PRESENT: Susan Steele, Chair  
Walter Howard, Commissioner  
Elizabeth Rodriquez, Commissioner  
Steven Sanders, Commissioner  
Leonard Watkins, Commissioner  
Rev. George William Whitfield, Commissioner  
Deborah Jackson, Commissioner (Excused)

ALSO

PRESENT: Deborah Witkowski, Executive Director  
Thomas Hulihan, Director of Planning and Program Development  
Charles Sarris, THA Counsel  
Several AMP Managers

The Commissioners of the Troy Housing Authority met in Session on Friday, December 20, 2019 at 11:00 a.m. in the Community Room at Martin Luther King Apartments, Troy NY 12180. Chair Steele called the Meeting to Order and Commissioner Whitfield led the Assembly in the Pledge of Allegiance. Upon Roll Call, six Commissioners were present. Commissioner Jackson was excused.

Chair Steele moved to Resolution 19-26, the Approval of the minutes of the meeting of the Troy Housing Authority held on October 24, 2019. Commissioner Sanders moved to approve the minutes. Commissioner Howard seconded the motion. When put to a vote the motion was unanimously approved.

Chair Steele moved to Resolution 19-27 authorizing the approval of the 2020 Troy Housing Authority budget for all sight locations, the Central Office Cost Center, and Section 8. Commissioner Whitfield moved to approve the resolution as presented. Commissioner Rodriguez seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to Resolution 19-28 authorizing the approval of the Non-Represented Employees Benefit Manual effective January 1, 2020 through December 31, 2023. Commissioner Whitfield moved to approve the resolution as presented. Commissioner Sanders seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to Resolution 19-29 authorizing the Executive Director to write off the outstanding balances of vacated residents accounts receivable balances that have been deemed uncollectable. Commissioner Sanders moved to approve the resolution as presented. Commissioner Watkins seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to Resolution 19-30 authorizing the disposal of obsolete vehicles and authorizing the Executive Director to adjust off the fixed asset records of the Troy Housing Authority. Commissioner Rodriguez moved to approve the resolution as presented. Commissioner Howard seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to Resolution 19-31 authorizing the Executive Director to enter into contract with outside Painting Contractors to paint apartments at the Troy Housing Authority and Kennedy Towers Development(s) for the 2020 and 2021 fiscal years and with an option to extend the contract for another two years. Commissioner Sanders moved to approve the resolution as presented. Commissioner Rodriguez seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to Resolution 19-32 authorizing an agreement with a Neighborhood Association to utilize the Fallon Rainbow Center for community meetings. Commissioner Watkins moved to approve the resolution as presented. Commissioner Rodriguez seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to Resolution 19-33 the selection of Development Partner for Fallon Apartments. Commissioner Sanders moved to approve the resolution as presented. Commissioner Whitfield seconded the motion. When put to a vote the resolution was approved unanimously.

Chair Steele moved to discussion of old and new business. Tom Hulihan introduced the Board with Proposed changes to the Administrative Plan and Lease and a proposed meeting schedule for 2020 Board of Commissioners Meetings. Each commissioner was given a copy for review to be voted on at the January 29, 2020 Organizational Meeting.

Chair Steele moved to the Monthly Executive Director Report and Deborah A. Witkowski presented her report.

A motion to adjourn was made by Commissioner Whitfield. Commissioner Sanders seconded the motion. When put to a vote the motion was unanimously approved. The meeting was adjourned at 11:45 AM

## **CERTIFICATE**

I, DEBORAH A. WITKOWSKI, duly appointed, qualified and EXECUTIVE DIRECTOR 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 20<sup>Th</sup> day of December 2019, 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 20th day of DECEMBER 2019

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Deborah A. Witkowski  
Executive Director

(SEAL)