

CANTON HOUSING AUTHORITY

37 Riverside Drive
Canton, New York 13617
Telephone : (315)386-8381

Fax: (315)-386-4028
TDD: 1-800-662-1220
NYS Relay Ctr: 1-800-421-1220

Managed by: Village of Potsdam Housing Authority

Board of Commissioner's Meeting August 15, 2023

Roll Call - The meeting was opened at 6:02 p.m. Commissioners present; Chairperson Keith Zimmerman, Desiree LeBoeuf, Nan Clingman, Becky Swinney and Allison Elliott. Absent are Breyne Moskowitz and Sara Hutcheson. Also present; Bob Santamoor, Lindsey Coleman, Nichole Deruchia and Matt Mallette with Guest Angela Gray.

Results of Tenant Commissioner Election
Sylvia Judware – 20 votes
Allison Elliott – 42 votes
Rebecca Swinney – 48 votes

Public Comment :
None.

Reading and Approval of Board Meeting Minutes from July, 2023 – Commissioner Zimmerman asked for a Motion to approve the July, 2023 minutes. Motion made by Commissioner LeBoeuf and seconded by Commissioner Elliott. All in favor.

Disbursement Report for June, 2023 – Executive Director Robert Santamoor reported nothing unusual in financials. Commissioner asked for a Motion to accept disbursements for June, 2023. Motion made by Commissioner Elliott; Seconded by Commissioner LeBoeuf. All in favor.

Occupancy Report

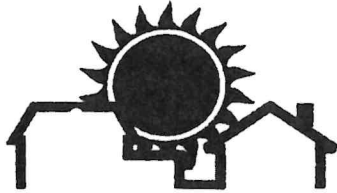
Month of July:
37 Riverside Drive – 1 Move in – 2 Move-outs
35 Riverside Drive – 1 Move In
Law Lane - 1 Move in – 1 Transfer

Maintenance Report

Work Orders for the month of July
Matt completed 22
Ashley completed 52
Jay completed 19
Brian – completed 4

Maintenance report was given for work completed at all properties.

2 trees were taken down at 37 Riverside Drive.



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Correspondence - none at this time.

Old Business:

Updates to Operations

Paving – Grasse River Asphalt to do parking lot at 35 Riverside

Cameras – Received bids from NCC and Chimera. NCC was the lowest responsible bidder. Chimera gives next day service – NCC gives same day service. Chimera gives 2 weeks of backup, NCC gives 6 months which is what was requested in specs

Rent Payment Process – CHA had issues with the banking service with rents. ALL tenant rents will be paid directly to Canton Housing as of October 1. This will give tenants the opportunity to know if they have a balance due.

June Financials – budgets are doing well.

Capital Project Progress – looking at September for units to be back online.

Tenant Meetings – See attached


Giampaolo, CPA – scheduled for 24th

New Business:

Previously discussed.

Other: (discussion for non-Agenda items and/or Q&A about reports)

Chairperson asked for a motion to adjourn to go into Executive Session.



Keith Zimmerman, Chairperson



Secretary
