

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 March 21, 2023

The meeting was opened at 6:02 p.m.. Commissioners present; Chairperson Keith Zimmerman, Desiree LeBoeuf, Nan Clingman, Sara Hutcheson, Rebecca Swinney and Allison Elliott. Also present; Robert Santamoor, Lindsey Coleman, Nichole Deruchia and Matt Mallette. Absent – Commissioner Breyne Moskowitz.

Approval of Minutes of Previous Meeting – February, 2023

Public Comment : Tenants commented

Old Business: Remove Resolution 1 & 2 – Motion made by Commissioner Clingman, Seconded by Commissioner LeBoeuf. All in favor.

Motion to amend Resolution A, B and C to 01-02 & 03. Motion made by Commissioner Hutcheson, Seconded by Commissioner LeBoeuf. All in favor.

New Business:

Updates to Operations – phones, board notices

Phone system upgraded – no longer select option – all answer the phones

Board Meeting Notifications – go out in a timely manner

Office Staff Updates – staff doing training and updating policies

Trash – Back to custodian taking out the trash – tenants are very happy

Payables – all are up to date and being paid timely

Security Deposit Accounts – no longer being used as overdraft source for checking

Account clarity – more specific with line items

Establish EIV, ELOCCS, PIC – being worked on

Training of Sondra – going well – catching on quickly

General Maintenance Issues – all is going well, working on work orders and unit turnaround

Lights for 37 have been ordered – outdoor light poles that were knocked over by plow Company

NYS PHADA Conference – upcoming in April, all interested are registered

Adding Certification Training – NCHM

January Financials – approved

February Financials – not approved

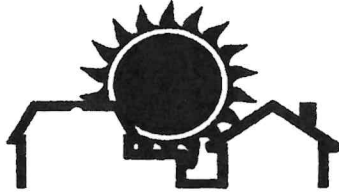
Correspondence – None

Capital Projects – all are under way and will be completing some units soon

Balances - Accounts are up to date

WindowSkins – paid for 50% - shipment on its way

Air Source Heat Pumps – discussing other options for heating, cooling, dehumidifying



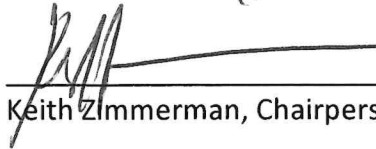
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Chairperson asked for a motion to adjourn. Next meeting will be April 25, 2023 Motion made. by Commissioner Moskowitz, All in favor, motion carried. The meeting adjourned at 8:34 pm.



Keith Zimmerman, Chairperson



Secretary