



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

Board of Commissioner's Meeting May 23, 2023

Roll Call - The meeting was opened at 6:04 p.m.. Commissioners present; Chairperson Keith Zimmerman, Desiree LeBoeuf, Nan Clingman, Rebecca Swinney, Breyne Moskowitz and Allison Elliott. Also present; Bob Santamoor, Lindsey Coleman, Nichole Deruchia, Matt Mallette. Absent – Commissioner Sara Hutcheson.

Public Comment :

Tenant comments regarding maintenance and office staff doing a great job.

Reading and Approval of Board Meeting Minutes from April, 2023 – Motion made by Commissioner Clingman to approve, Seconded by Commissioner LeBoeuf. All in favor.

Housing Authority – Disbursement Report – March and April – Bob noted a few changes that need to be made with regards to Capital Funds.

Disbursement Report for January and February, 2023 – Commissioner asked for a Motion to accept disbursements for January and February, 2023; Motion made by Commissioner Clingman; Seconded by Commissioner Hutcheson. All in favor.

Board requests a list of Capital Projects and the status of each.

Occupancy Report

Month of April:

37 Riverside Drive – 82 Occupied – 8 Vacant – 6 Move-ins – 0 Move-out

35 Riverside Drive – 47 Occupied – 4 Vacant – 1 Move-ins – 0 Move-outs

Law Lane – 42 Occupied – 2 Vacant – 30 Offline

Maintenance Report

Work Orders for the month of April

Matt completed 39 of 39

Ashley completed 21 of 21

Brad completed 21 of 21

Matt discussed status of projects on all properties.

Maintenance report was given for work completed at all properties.

Greenologists – report needed.



Stop wishing for a better lifestyle...and Start living it.





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Correspondence - none at this time.

Old Business:

Updates to Operations

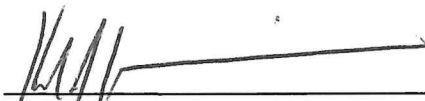
- Law Lane Senior Building has a new grill for tenant use.
- Office for the Aging is now ready for congregate dining.
- Transportation issue – our properties included on bus route during summer
- Policies – updates have been made to verbiage
- New Maintenance staff – waiting for background check
- RFP send out for year-end audit – one response
- Website updates
- Now accepting rent payments in the office
- 3 Cornhole games for tenants

- March Financials – Audited
- April Financials – Not available yet
- Capital Project Progress – updates
- Wex WindowSkins – still in progress
- Drug Testing removed from Personnel Policy
- Tenant Meetings – attached minutes from meeting
- Air Source Heat Pumps – previously discussed

New Business:

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

Chairperson asked for a motion to adjourn to go into Executive Session. Regular meeting adjourned at 7:29 p.m.



Keith Zimmerman, Chairperson



Secretary



*Stop wishing for a better lifestyle...and **Start** living it.*

