

The Board of Commissioners of the Niagara Falls Housing Authority (NFHA) met in a Monthly Board Meeting session on Tuesday, November 12, 2019 at 744 Tenth Street at 4:00 pm. Chair Soda called the meeting to order at 4:00 pm.

Present:

Mr. Frank Soda
Mr. Lawrence Cook
Ms. Marcia Massaro
Mr. Brian Archie, Sr.
Mr. Andrew Turton

Also Present:

Mr. Clifford Scott
Mr. Jason Cafarella

Absent:

Mr. Earl Bass

At the Request of the Executive Director: Nancy Haley, Mary Jean Buddenhagen, Tomorrow Allen-Collins, Angela Smith, Melissa Matsulavage, Samika Sullivan and Maria Vitello

I. MOMENT OF REFLECTION

Moment of reflection was held.

II. APPROVAL OF MINUTES FROM MEETING

On a motion duly made by Vice Chair Cook, seconded by Commissioner Turton and carried, the October 8, 2019 meeting minutes of the Board of Commissioners' meeting were approved.

III. APPROVAL OF CONSENT AGENDA

Chair Soda asked if any board members needed to discuss any item or motion to remove an item. Members did not. On a motion duly made by Commissioner Archie, seconded by Commissioner Turton and carried, the Consent Agenda for the meeting held November 12, 2019 was approved.

IV. CHAIR'S REPORT

- Chair Soda reminded members to review the agenda prior to the meeting.
- Chair Soda reported he has spoken with Mayor Dyster with regards to filling the unexpired vacancy on this board. He also provided Mayor Dyster with a list of potential candidates as well as the job description for a board member.
- Chair Soda reiterated that each committee meet to develop its evaluation matrix.
- The approved Commissioner's Job Description and creation of an Executive Committee will constitute an amendment to the By-Laws.
- It was recommended that the Governance and Human Resource committees merge. This will be discussed at the next HR committee meeting on December 3.
- A press conference was held on October 21 with regards to the Niagara Community Center. Demolition on the building has occurred. Chair Soda asked the members their thoughts on the new center and the authority's position with regards to program overlaps. Mr. Scott stated he would have Ms. Allen-Collins provide the board a listing of core programs the authority has versus what the community needs may be as well as what the school district offers. Ms. Sullivan will collaborate on this as well. Discussion ensued.
- Chair Soda spoke about economic development in the Highland Avenue area and the authority's role. He suggested holding a work session with regards to the authority's responsibility to the north end and to focus on development. Discussion ensued.

- Chair Soda announced that this is Ms. Buddenhagen’s last appearance at a board meeting. She is retiring at the end of November. Chair Soda thanked Ms. Buddenhagen for her performance and professionalism while at the authority.

V. EXECUTIVE DIRECTOR’S REPORT

- Mr. Scott announced the agency plan public hearing will take place on November 15 at 4 pm at the Family Resource Building.

- The authority is a recipient of a \$413,125.00 award from the New York Power Authority with regards to energy efficiency measures authority wide. Installation will be performed over the next couple of weeks. Discussion ensued.

- Ms. Smith spoke about the authority wide staff meeting conducted October 24. Each director gave a presentation with regards to their department and the maintenance staff was recognized for their work in turning over vacates with a letter of appreciation and gift card. An overview of the authority’s mission and goals was conducted and lunch followed. Great feedback from the staff was received.

- Mr. Scott reported correspondence was received from Norstar in response to correspondence sent to them with regards to property management and other issues. Discussion ensued.

- Articles with regards to the Niagara Community Center were provided to board members. A stakeholders meeting was held October 28 with regards to the Highland Avenue area. A memo to board members was provided with regards to commercial activity in this area.

- A copy of an editorial article that Mr. Scott wrote was provided to the board focusing on the working poor and the creation of a pilot program to address these issues.

- Mr. Scott reported he recently was a guest lecturer at the University of Buffalo’s School of Architecture and Planning.

- People and Possibilities held a meeting on November 4.

- Mr. Scott reported he is a member of the Bridge District Steering Committee and spoke about the development and revenue that is taking place on Main Street. Discussion ensued.

- Mr. Scott spoke on the importance of eliminating blight in the neighborhoods by improving curb appeal, streetscaping and increased security and safety.

- Ms. Smith announced the Family Resource Building will host an Open House on November 14 from 6-7:30 pm. Ms. Allen-Collins spoke to this.

- Ms. Smith distributed photos of the UPK class. Ms. Sullivan stated there are 16 students enrolled. Ms. Sullivan also thanked everyone for their support and participation during the Trunk and Treat and Haunted House events that took place at Packard Court Community Center. The Kids Business Fair will take place on November 30 from 11 am – 5 pm at the Conference Center. There are 19 students that are participating so far and six business classes will be held prior to the fair. The Kwanzaa event will take place on December 19.

VI. NFHA ATTORNEY REPORT

- A pilot agreement amendment has been executed with the new owners of Niagara Towers and there is no change or obligation to the housing authority.
- A release has been executed by Norstar releasing Norstar from all obligations with regards to Phase III of the HOPE VI Development Agreement.
- There has been no other communication by Allstate with regards to their bid submittal on the Wrobel Towers renovation. This matter is considered resolved.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

- The 2020 meeting schedule has been provided to all board members.
- Ms. Smith announced there is a “Numbers in Need” presentation by the University of Buffalo and the Oishei Foundation on November 14 from 9-11 am at the Family Resource Building. Housing Authority managers and service coordinators will be in attendance.
- Next meeting: December 10, 2019 4:00 pm.
- Agency Plan Public Hearing: November 15, 2019 4:00 pm at the Family Resource Building
- Annual Thanksgiving Day Feast will be held November 25 at 6 pm at the Family Resource Building
- Christmas Concert: December 13 from 6-8 pm at the Family Resource Building
- Kwanzaa Celebration: December 19 from 5:30-7:30 at Packard Court Community Center.
- Mr. Scott announced that the contract for the Wrobel Towers bathroom renovation has been executed. Ms. Haley gave a brief update on the project.
- Ms. Smith reported the authority is a sponsor with “Beds for Buffalo” and this organization will donate 10-25 beds to authority residents. An authority-wide site challenge will be conducted and the organization may be utilizing one of the gyms to paint the beds.

IX. ADJOURNMENT

Motion to adjourn was made by Commissioner Massaro, seconded by Commissioner Turton. The motion was unanimously carried. The meeting adjourned at 5:15 pm.

Chairman