

The Board of Commissioners of the Niagara Falls Housing Authority (NFHA) met in a Monthly Board Meeting session on Tuesday, March 14, 2023 at 4:00pm. Chair Cook called the meeting to order at 4:04pm.

Present:

Mr. Lawrence Cook
Mr. James Swift
Mr. Earl Bass
Ms. Colleen Todd
Mr. Brian Archie, Sr.
Mrs. Maralynn Giancola

Also Present:

Mr. Clifford Scott
Mr. Jason Cafarella
Mr. Roger Lis

Absent:

At the Request of the Executive Director: George Dreer, Eric Fields, Angela Smith, Samika Sullivan.

I. MOMENT OF REFLECTION

To begin the meeting, Chair Cook asked that those present reflect on all the feedback they have received from the community in the last few weeks, and the importance of an open dialogue with the community.

II. APPROVAL OF MINUTES FROM MEETING

On a motion duly made by Commissioner Giancola, seconded by Commissioner Swift and carried, the February 14, 2023 monthly meeting minutes of the Board of Commissioners were approved.

III. APPROVAL OF CONSENT AGENDA

Commissioner Swift at this time asked Mr. Lis, the Authority's fee accountant, if it was possible to have headers on the financial reports and it was agreed that they would be added. Additionally mentioned was if those present would be interested in moving to strictly electronic or paper distribution of the board packet, and it was agreed that the current distribution method worked for all present. A motion was duly made by Commissioner Giancola, seconded by Commissioner Archie to approve the consent agenda for the meeting held March 14, 2023. The motion was unanimously carried.

IV. CHAIR'S REPORT

V. EXECUTIVE DIRECTOR'S REPORT

Mr. Lis presented the operating budget for fiscal year 2023-2024 to the board. On a motion duly made by Commissioner Todd, seconded by Commissioner Giancola and unanimously carried, Resolution No. 2023-12 was approved.

Resolution No. 2023-13, approval of Write-Offs, was brought up and Attorney Cafarella expressed that he would like more time to review the accompanying documentation. On a motion duly made by Commissioner Giancola, seconded by Commissioner Swift and unanimously carried, the resolution was tabled.

The board was next presented a recommendation for security equipment installation. It was mentioned that the access point for these systems should not be visible by residents for privacy and security reasons. It was noted that there was a letter missing in the spelling of the recommended company, and that it needed to be fixed. On a motion duly made by Commissioner Archie, seconded by Commissioner Giancola and unanimously carried, Resolution No. 2023-14 was approved with the amendment to the spelling of the contracted company.

The board was then presented with a recommendation for exterior repairs to Spallino and Wrobel Towers. On a motion duly made by Commissioner Swift, seconded by Commissioner Archie and unanimously carried, Resolution No. 2023-15 was approved.

A recommendation to extend the contract for existing waste management services was brought next before the board. On a motion duly made by Commissioner Giancola, seconded by Commissioner Swift and unanimously carried, Resolution No. 2023-16 was approved.

A recommendation to extend the contract of existing vehicle maintenance services was then presented. On a motion duly made by Commissioner Giancola, seconded by Commissioner Todd and unanimously carried, Resolution No. 2023-17 was approved.

A recommendation to extend the contract of existing elevator maintenance was discussed next. On a motion duly made by Commissioner Giancola, seconded by Commissioner Swift and unanimously carried, Resolution No. 2023-18 was approved.

A recommendation to extend the contract of existing lawn care services was then presented. On a motion duly made by Commissioner Archie, seconded by Commissioner Todd and unanimously carried, Resolution No. 2023-19 was approved.

A recommendation for HVAC services was then brought before the board. On a motion duly made by Commissioner Swift, seconded by Commissioner Giancola and unanimously carried, Resolution No. 2023-20 was approved.

A recommendation to extend the contract of existing boiler maintenance services was next presented to the board. On a motion duly made by Commissioner Giancola, seconded by Commissioner Swift and unanimously carried, Resolution No. 2023-21 was approved.

A recommendation for exterior fencing was then brought before the board. On a motion duly made by Commissioner Todd, seconded by Commissioner Swift and unanimously carried, Resolution No. 2023-22 was approved.

At this time a new resolution was proposed, Resolution No. 2023-23, regarding executive management training. On a motion duly made by Commissioner Archie, seconded by Commissioner Swift and unanimously carried, Resolution No. 2023-23 was added to the agenda. On a motion duly made by Commissioner Todd, seconded by Commissioner Archie and unanimously carried, Resolution No. 2023-23 was approved.

The community center directors and Ms. Attfield gave their reports. Mr. Fields and Ms. Sullivan discussed the upcoming events at the community centers, including fitness programs and events for Black History Month. The After School programs were reported to be coming back to both sites and summer enrichment programs were being planned for both as well.

Ms. Attfield reported occupancy of the Wrobel Towers hotel units, having move in's scheduled.

VI. ATTORNEY'S REPORT

Mr. Cafarella informed the board that the acquisition of the vacant lots adjacent to Jordan Gardens was nearly finished, with the Authority waiting to acquire papers of ownership. It was noted by Commissioner Bass that a grocery store might better serve the community, however, due to zoning restrictions the lots must remain residential. Also noted was the need to make information regarding the Authorities activities more accessible to residents and staff alike and a newsletter was proposed. Mr. Cafarella informed those present that there was an upcoming tenant election to fill the vacant resident Commissioner role.

VII. UNFINISHED BUSINESS


Resolution No. 2023-13

VIII. NEW BUSINESS

The next board meeting will be held on Tuesday, April 11, 2023 at 4pm at Pinnacle Community Services, 1522 Main St, Niagara Falls.

IX. ADJOURNMENT

Motion to adjourn was made by Commissioner Giancola, seconded by Commissioner Bass. The motion was unanimously carried. The meeting adjourned at 6:16pm


Secretary