Hudson Housing Authority Board of Commissioners
Minutes of Regular Meeting
April 21, 2025

In attendance: Revonda Smith, Chairperson; Claire Cousin, Vice Chairperson (via Zoom); Rebecca Wolff, Treasurer (via Zoom); Nick Zachos; Sarah Black; Mary Decker and Debra McPherson, Resident Commissioners; Jeffrey Dodson, Executive Director

Ms. Smith called the meeting to order at 6:01 p.m. It was conducted in person and via Zoom teleconferencing.

Minutes

Ms. Smith made a motion to approve the minutes of March 17, which was seconded by Ms. Black and approved by all members in attendance.

Accounts Payable

Ms. Smith made a motion to approve accounts payable for March. Ms. Wolff offered a second and the motion was approved by all members in attendance.

Executive Director's Report

Mr. Dodson announced that Tenant Appreciation Day was scheduled for June 27 from noon to 4 p.m. There will be vendors, events for children and more. All are invited. The Bank of Greene County Charitable Foundation awarded a $2,000 grant to support the event.

Digital and hard copies of an audit will be provided to members for review when the auditor, Buel CPA, PC, attended. Mr. Dodson read the management letter submitted by the auditor. The audit covered the HHA's financial statements for the period ended June 30, 2024.

According to the auditor, there were opportunities to strengthen internal controls and operating efficiency. Many of the comments and suggestions had already been discussed with management personnel.

The audit found that financial statements "continue to raise substantial doubt that the authority's ability to continue is a growing concern." A significant number of units cannot be rented due to conditions, resulting in a significant reduction in rental income. "As a result, there has not been enough revenue to cover expenses and reserves available to the RAD (rental assistance demonstration) have been depleted. "We recommend that you continue to seek emergency funding from HUD (Housing and Urban Development) or any other source that may be available."

It was noted that none of the RAD apartments had been inspected during the fiscal year 2023. Management indicated that a qualified contractor had been hired, and inspections were scheduled for April. During the 2024 audit it was noted that the apartments had been inspected. "It appears that you have successfully implemented procedures to rectify this issue."

Tenant file documentation was another issue. Four did not have inspection documentation and one did not have asset documentation. The auditor recommended procedures be implemented to ensure that all supporting documentation be placed in the tenant files during the certification or recertification process.

Some of the 10-year other post-employment benefits (OPEB) information required by the Governmental Accounting Standards Board (GASB) was missing, but was beyond the control of

management. "…These issues will continue for two more years until 10 years of historical OPEB information will be available as of fiscal year ending June 20, 2027."

Written fraud risk and enumerated related policies and procedures were recommended.

that there was no hot water in Bliss Towers due to a faulty boiler. The part could have been had tomorrow however someone would have had to drive five hours one way to Pennsylvania. The part was ordered instead and was expected to arrive no later than March 19. All residents were notified of the situation.

Mr. Dodson also reported that a letter was sent to Section 8 tenants and voucher participants which stated that the HHA was in compliance with HUD's Quality Housing and Work Responsibility Act. A five-year plan for fiscal years 2025 through 2029 was developed. The plan described the authority's vision and long-term plan to achieve that, and identified or updated goals. Copies are available in the main office at 41 North Second Street; office hours are Monday through Thursday from 9 a.m. to noon and 1 to 3 p.m. The public review and comment period began April 14. A public hearing on the plan will take place May 29 at 3:30 p.m. in the Bliss Towers community room. Written comments can be mailed to Mr. Dodson at the HHA's address or via email to jdodson@hudsonhousingauthority.com no later than May 27.

Mr. Dodson said he and the development team planned to attend the May meeting of the Hudson Planning Board. "We ask that any and all residents attend the meeting so you can listen, hear and even speak on what's going on because this is in your interest."

He said the agency had circled back with Homes and Community Renewal (HCR). Some value engineering was submitted as well as an explanation on "why we are at the position we are at and what we're trying to do to reduce costs so that we can get approval for the project."

A tenants meeting with Asset Manager Latisha Owens was scheduled for 5 p.m. May 6 in the community room.

Public Comment

An audience member asked for confirmation that the auditor had doubts that the HHA could continue. Mr. Dodson said that was the case. "We have been very public about that. The of the conditions of the building and the decrease in revenue due to the decrease in units available for rentals causes a revenue issue for us."

The woman asked him to explain the difference between RAD and other apartments. Mr. Dodson said that ever since the authority transitioned to RAD, the authority no longer received the same type of funding. He also said that the HHA ran two programs—the voucher program and RAD. "The RAD program is the one that's suffering the most now." He said the concern over the authority's ability to continue had been an issue for many years. "It is important that regardless of that we are sustaining our current conditions as best as possible and maintaining," he said. Emergency funding was received from HUD last year and other funding opportunities would continue to be sought out. "Most importantly, we're working towards our redevelopment project and this is what makes it even more urgent and demonstrates the need so that we can right the ship and changes our operations around."

Development Update

Mountco Director of Development Eu Ting-Zambuto said that the company had been able to capture the square footage on site to create additional units. "That's been a really valuable exercise that will continue through probably at least this week, and we'll hopefully be able to give you within our existing footprint updated unit counts," she said. At that point the board

would be asked to sign off on the unit distributions as well as the general number of units and the square footage of the different sized units.

At present 4,700 square feet had been allocated to the housing authority and around 3,000 square feet for a non-profit commercial space. There is some redundancy with community rooms in Building B and Building A1, but the company was working to tighten the plans and convert square footage that seemed redundant or inefficient into rental units.

Ms. Ting-Zambuto also said that the authority had submitted an application to the state Department of Environmental Conservation (DEC) for acceptance in the brownfield program. Word should be received in as little as 90 days. "It would mean an incredible boost of our ability to secure financing for a full cleanup." Mr. Dodson said congressionally directed funding had also been sought and included letters of support from Mayor Kamal Johnson and Assemblymember Didi Barrett.

Commissioner Reports

Ms. McPherson said she had been asked by tenants for a timeline of when they would be able to move into a new building. Mr. Dodson said the move would involve a process. Relocation requirements would have to be met, and each resident would be informed of what amenities and assistance they would receive. Steps should be taken to ensure that tenants were placed in the correct sized unit. He said the asset manager had been doing apartment inspections with the exterminator and work orders had been submitted and repairs made.

"Don't you think that you should warn the residents that she's coming with the exterminator?" Ms. Decker asked. Mr. Dodson said it wasn't necessary. "Why not? The next time she comes at my door I'm not going to be mean but the next time I'm not letting her in." Mr. Dodson said if she let the exterminator in she should let the manager enter as well. Ms. Decker contended that the exterminator was doing his job. Mr. Dodson said the manager was doing her job as well. "…You're supposed to let somebody know. You just stated it was an inspection," Ms. Decker said, and that 48 hours notice was supposed to be given.

Mr. Dodson said the manager was making sure that the exterminator was doing his job and looking at units to make sure they were up to part. "She's putting in work orders. There are residents that don't put in work orders and so what she's doing is making sure that those work orders go into the system and making sure that we make repairs that are necessary to keep the apartments up to standard, so it's a benefit."

Ms. Decker contended that she felt violated and that she would submit a work order on her own if she needed work done.

Mr. Smith said management had the right to inspect apartments. He said the manager was serving a dual purpose—making sure the exterminator and staff were doing their jobs and making sure that residents were in compliance with their lease.

Ms. Cousin suggested that during the next tenants' meeting the manager should reiterate what her role is. Ms. Smith said many leases reserved the rights for landlords to enter apartments as long as notice was given. Sometimes notice did not have to be given, such as "something mandatory or urgent." Mr. Dodson said it was not a "gotcha" scenario. "The truth is this, if you're in compliance then there's nothing to be worried about is there," he said.

Ms. Decker said tenants were only told that maintenance and the exterminator would come to the apartments. It would be courteous to inform tenants that the manager would be coming as well.

Mr. Zachos asked when the board would receive and act on a budget for next year. Mr. Dodson said he hoped have it prepared and sent to commissioners before the next meeting, when they could vote on it.

Mr. Zachos also asked if the square footage of the new units was sent to commissioners so they could compare them to the size of the existing units. Ms. Ting-Zambuto said that the new units would be larger and emphasized that it was still a work in progress.

There being no further business or comments, Mr. Zachos made a motion to adjourn at 6:44 p.m., which was seconded by Ms. Smith and approved by all members in attendance.