

BINGHAMTON HOUSING AUTHORITY REGULAR MEETING

Monday, November 24, 2025 – 12:00PM

435 STATE STREET, BINGHAMTON NEW YORK

PRESENT: Charles Kramer, Chair  
Robin Alpaugh, Vice-Chair  
Jeffery Wood, Secretary  
Kyle Skinner - Member  
Josh Miller, Treasurer  
Emmett Wimberly, Member  
Barbara Graham, Member  
Jean Westcott, Executive Director  
Lesley Cornwall, Deputy Director  
Amy Sherwood, Bookkeeper  
Kevin Treiman, Accountant

ABSENT:

The meeting was called to order by Mr. Kramer at 12:00 PM and roll call was taken. The minutes of the October 27, 2025 meeting were approved by Mr. Wimberly, seconded by Mr. Alpaugh and carried.  
Mr. Kramer made an opening welcome statement for the Community Attendees.

Executive Director Report:

Ms. Westcott reviewed the following for the Board:

- Rad Update: 3 board members went on a tour of the new project. Kitchens are in in building #15, sidewalks, curbs and parking is all in. No electricity as of yet, still working with NYSEG. Hoping to have a certificate of occupancy by December. Siding, doors and shutters are up. Will begin to lay sod this week. More tours will be available soon.
- Benefit meetings have been held with all of the employees, and all forms have been completed and turned in for processing of their elections.
- The tenant that we won in court for the eviction and back rent submitted an appeal. Our attorney and paralegal in court today to see if the JUDGE is going to grant the appeal.
- Two more tenants slated were slated for court for November 3<sup>rd</sup>, however they settled out of court. Next tenant is scheduled for February 2026
- Been working with Nan McCay on our ACOP policy. They did a full review for us, and there are many changes. We will post it on the website for public review for 45 days, and then it will need to go in front of the board as a significant change.
- Kim is retiring from Section 8 at the end of February 2026, staff undergoing training and such for transition into new positions. Wendy from Canal Plaza will retire at the end of April 2026. We are currently looking for someone to fill that position.
- The meeting at the beginning of 2026 will be an annual meeting and we will need to elect officers.
- Finally received our 2025 capital funds.

Finance:

- There is no financial statements available currently. BDO is working on a new format and didn't quite have it set up. Jean will send to board once she receives it.

The following resolutions were then acted upon:

**25-213** WHEREAS, there is a need to renew the EAP contract with ENI. Motion made by Mr. Wimberly, seconded by Mr. Alpaugh and carried.

**25-214** WHEREAS, there is a need to extend the contract with Bert Adams for trash removal. Motion made by Mr. Wimberly, seconded by Mr. Wood and carried.

**25-215** WHEREAS, there is a need to pay Bond, Schoeneck, and King PLLC. For legal services in the amount of \$34,556.64. Motion made by Mr. Wimberly and seconded by Mr. Wood and carried.

- *Discussion: Mr. Miller questioned that the attorney is new and freshly out of school and has a need to check with senior partners, and we are being billed the senior partner rate. He also expressed concern that FOIL requests are a burden to BHA, they are extremely costly. He questioned what rate the attorney is charging for travel, Josh would like hourly rates listed on invoices. Jean will address this with the attorneys. Jean also noted that she did ask the current attorney to check with a senior partner on one of the FOIL requests.*

**25-216** WHEREAS, there is a need to surplus 2 pieces of equipment at BHA- a John Deer Tractor and a Ford F250 pick up truck. Motion made by Mr. Wimberly, seconded by Mr. Skinner and carried.

**25-217** WHEREAS, there is a need to adjourn the meeting at 12:36PM and establish Monday – December 29, 2025 at NOON at Canal Plaza Conference Room as the date, time and place for the next meeting and work session. Motion made by Mr. Wimberly and seconded by Mr. Alpaugh and carried

Community Attendees were :

Samantha Costello -Deputy clerk

Sarah Dinhofer – City Clerk

Hadassah Mativetsky – City Council

A few questions were asked by the Community Attendees. Sarah Dinhofer wanted her email address on file corrected. She also inquired about receiving the agenda ahead of time; Charlie agreed. She is also interested in knowing the usage rate on our EAP program.

---

Charles Kramer, Board Chair

---

Jean Westcott, Executive Director