

**TRANSCRIPT OF THE DECEMBER 9, 2021 BOARD MEETING  
OF THE HOUSING TRUST FUND CORPORATION**

Linda Manley, Senior Vice President and Counsel to the Agencies, stated that she will now open the December 9, 2021 meeting of the Boards of the New York State Housing Finance Agency, the State of New York Mortgage Agency, the Affordable Housing Corporation and the State of New York Mortgage Agency Mortgage Insurance Committee, and noted that Legislation signed by the Governor into law on September 2nd in response to the continuing impact of COVID-19 extends until January 2022 the exemption to the Open Meetings law that provides that public bodies may meet to take actions without permitting in public in-person access to such meetings and authorizes meetings to be held remotely by conference call, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed. As a result, participation in today's Board meeting is being carried out both via public meeting and via conference call. A call-in number has been made public, so that any interested members of the public can listen to the proceedings. A public notice of the meeting has been posted.

Ms. Manley also stated that the HTFC meeting would be held by conference call instead of as a public meeting open for the public to attend in person, and that a call-in number was made public for the public to listen to the proceedings.

Ms. Manley noted that because of these special features voting procedures in prior meetings were put in place so that she asked each Board member to record their votes individually. For this meeting, and going forward, in order to expedite the meetings, she would follow the procedure used prior to the telephonic meetings, where individual votes were taken at the outset of the meetings and those votes were used going forward, unless Board members chose to vote differently on a particular item.

Ms. Manley asked for a motion to call the meeting of the HTFC Board to order. Ms. McKeown made the motion and Ms. Miller seconded. Mr. Curtis voted aye; Ms. Visnauskas voted aye; Ms. McKeown voted aye, Judge Sconiers voted aye, Ms. Olczak voted aye and Chairman Adams voted Aye. Ms. Manley noted the presence of a quorum for HTFC

Ms. Manley stated that as items were presented to each Board throughout the meetings, these motions and seconds would be used, unless specific items called for a different vote, or unless any Board Director wished to record his or her vote differently.

Chairman Adams asked Ms. Manley to approve the minutes of the last meetings.

Ms. Manley proceeded to present the various board and committee transcripts of the November 10, 2021 HTFC Board meeting and noting that there were no comments from Board members, she stated that the transcript was deemed approved. The transcripts, until the Boards commence their regular Board meetings, would be adopted in lieu of Minutes.

Ms. Visnauskas then made her monthly President's report.

Chairman Adams started with the next item on the agenda was a **Resolution Authorizing an Increase to a NYS Housing Trust Fund Award.**

Mr. Hebner to present.

Ms. Manley noted that Sadie McKeown would be recusing herself from this vote due to her relationship with the Community Preservation Corporation.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith, but the resolution was not adopted due to a lack of quorum for this agenda item. Ms. Manley noted that a vote would need to be held on this item in January to adopt the resolution.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing Community Development Block Grant CARES Awards.**

Ms. Loffler to present.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing Community Development Block Grant Economic Development Awards.**

Ms. Loffler to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing Awards Under the Community Development Block Grant Housing Program.**

Ms. Loffler to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing Awards Under NYS HOME Local Program.**

Ms. Loffler to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing New York State Housing program awards.**

Ms. Loffler to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing an Amendment to a Downtown Revitalization Initiative Award.**

Ms. Loffler to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing the Appointment of John Leahy as a NEPA Certifying Officer.**

Ms. Spitzberg to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Authorizing the Amendment of the Contract with Elation Systems Inc.**

Ms. Manley to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Approving the Contract with Bureau Veritas Technical Assessments, LLC.**

Ms. Manley to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Approving the Extension of the Contract with M.J. Engineering and Land Surveying, P.C. without a New Competitive Award Process.**

Ms. Shaw to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolutions of the Audit Committee and the HTFC Board Approving an Independent Auditor Services Agreement with Lumsden & McCormick, LLP.**

Ms. Mickle to present.

Ms. Manley moved for adoption by the Audit Committee of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Adopting the Annual Budget.**

Ms. Mickle to present.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Approving the Minority and Women Business Enterprise Program Master Goal Plan.**

Ms. Flanders to present.

Ms. Manley moved for adoption by the Governance Committee of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Chairman Adams stated the next item on the agenda was a **Resolution Approving the Service-Disabled Veteran-Owned Business Program Master Goal Plan.**

Ms. Flanders to present.

Ms. Manley moved for adoption by the Governance Committee of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

Ms. Manley moved for adoption of the resolution transmitted in connection therewith. Considering the first and second motions previously entered, the motions were carried, and the resolution was adopted.

**Chairman Adams noted that the remaining items on the HTFC agenda are informational items, and no discussion is needed unless the Members so request.**

Chairman Adams stated the next item on the agenda was an Information item a **Review of SEQRA Type II Actions**

Chairman Adams stated the next item on the agenda was an Information item a **Review of the Contract with Emphasys Computer Solutions Inc., d/b/a Emphasys Software**

Chairman Adams stated the next item on the agenda was an Information item a **Review of Agency Procurements and Contracts in the Lobbying Restricted Period**

Chairman Adams stated the next item on the agenda was an Information item a **Review of Executed Agreements Under the Community Development Block Grant Disaster Recovery Program**

Chairman Adams asked Ms. Manley to adjourn the HTFC meeting.

There being no unfinished business, Linda Manley asked for a motion to adjourn the HTFC meeting. Considering the first and second motions previously entered, the motions were carried, and the meeting was adjourned at 12:01 p.m.

Ms. Manley informed the Members that the next HTFC Board meeting is scheduled for Thursday, January 27, 2022 at 9:00 a.m.