

**Auburn Housing Authority
Roak Block
156 Main Street
Auburn, Maine 04210**

MINUTES OF THE REGULAR MEETING HELD JUNE 25, 2014

The regular meeting of Auburn Housing Authority was held at Roak Block, 156 Main Street, Auburn, and was called to order by Chair Arthur Wing at 7:30 a.m.

ROLL CALL: PRESENT: Chair Arthur Wing, Vice Chair Richard Valcourt, Commissioners Gilda Berube, Danelle Martel, Judy Webber, Daniel Curtis, Asmo Dol, Executive Director Richard S. Whiting, Assistant Director Marcia Huffman, Director of Maintenance Jason Lavoie, Housing Programs Director Rick Porter, Senior Residential Property Manager Bruce Merrill, Residential Property Manager Janice Callahan, Staff Accountant Lynn Williams, and Administrative Assistant Kelly Freitas

ABSENT:

MINUTES OF REGULAR MEETING HELD MAY 28, 2014:

Commissioner Berube moved the minutes of the regular meeting held May 28, 2014, be accepted as presented, seconded by Commissioner Martel. All in Favor

Richard Whiting requested to add one item to the agenda regarding the Main Office Air Conditioning Unit.

Commissioner Berube moved to add the agenda items, seconded by Commissioner Curtis. All in Favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick reported on a HUD notice which outlines the ability for small agencies to convert PH units to Section 8 Vouchers without going through the Rental Assistance Demonstration. Rick discussed an email from HUD which indicates how unstable the voucher program is currently. The July Housing Assistance Payment from HUD is reported to be \$139,000. However, the amount AHA pays out is approximately \$200,000 per month. Rick explained that we should have enough reserves to cover the month of July but then will be down to close to zero. Rick said he was going to review the HUD notice and return to the board with his thoughts on converting PH units to vouchers.

MONTHLY REPORTS: FINANCIAL, MAINTENANCE, RENTAL PROGRAMS, RESIDENTIAL PROPERTY MANAGEMENT, SOCIAL SERVICES

COMMUNICATION & BILLS:

1. Management Letter from Jim Otis

Jim Otis was in attendance and explained the details enclosed in the management letter. He complimented Lynn Williams and Marcia Huffman for the high quality of their accounting work.

NEW BUSINESS:

1. Review Barker Financial Statements, F/Y/E 03/31/14

No action required.

2. Review Auburn Esplanade Financial Statements, F/Y/E 03/31/14

No action required.

3. Review Roak Block Financial Statements, F/Y/E 03/31/14

No action required

4. Replacement of Main Office Air Conditioning

Resolution # 3000

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that Replacement of the Main Office Air Conditioning Unit with cost not to exceed \$35,000 is hereby approved as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Webber. All in favor.

AYES: 6 NAYS: 0

Berube
Webber
Valcourt
Martel
Curtis
Dol

ADJOURNMENT:

Commissioner Webber moved that the meeting be adjourned at 8:10 A.M., seconded by Commissioner Martel. All in favor.

Secretary