

**Auburn Housing Authority  
Main Office  
20 Great Falls Plaza  
Auburn, Maine 04210**

MINUTES OF THE ANNUAL MEETING HELD APRIL 30, 2014

The annual meeting of Auburn Housing Authority was held at Rolandeau's, 775 Washington Street, Auburn, and was called to order by Chair Arthur Wing at 5:35 p.m.

ROLL CALL: PRESENT: Chair Arthur Wing, Vice Chair Richard Valcourt, Commissioners Gilda Berube, Asmo Dol, Danelle Martel, Judy Webber, Executive Director Richard S. Whiting, Director of Maintenance Jason Lavoie, Residential Property Manager Janice Callahan, Staff Accountant Lynn Williams, and Administrative Assistant Kelly Freitas

ABSENT: Daniel Curtis, Rick Porter, Bruce Merrill, Marcia Huffman

MINUTES OF REGULAR MEETING HELD MARCH 26, 2014:

Commissioner Berube moved the minutes of the regular meeting held March 26, 2014, be accepted as presented, seconded by Commissioner Dol. All in Favor

Richard Whiting requested to add two items to the agenda regarding the Barker Tower Window Replacement – Over Budget and Roak Block, 168-170 Main Street, Air Conditioner Compressor Replacement.

Commissioner Webber moved to add the agenda item, seconded by Commissioner Dol. All in Favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick shared that the engineering contractor for the Barker Mill Dam relicensing called and would like to hold a public meeting at Barker next month. Rick thought this was a great idea. He will share pictures of the flooding that takes place around Barker when the penstock leaks and freezes up in the driveway. There will also be a site walk. Tenants will be invited as their input will be helpful. Art indicated he would like to attend this meeting as well. Art asked about the use of the auditorium at Webster. Rick said the DEP used the space to hold a neighborhood meeting regarding a dry cleaning business that is now closed but was converted to housing. Fumes from chemicals used while a dry cleaning business have become an issue and they now have to mitigate the problem similar to radon. They also tested the Head Start space to be sure the fumes didn't travel across the street along utility corridors. Nothing was detected by the test. Webster School does not appear to have been affected. Rick also talked about the computer virus that attached itself to the server at Auburn Housing's office. He explained that the virus encrypted some of our files of which we no longer have access to. It was about a week before the computers were fully functional again.

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

COMMUNICATIONS & BILLS:

1. Correspondence from Maine PERS

The Government Accounting Standards Board (GASB) issued new standards to the way pension plan expenses and liabilities will be reported in governmental financial statements starting with fiscal years beginning on or after June 15, 2014 (FY 2015 for most governmental employers).

NEW BUSINESS:

1. Authorize Annual SEMAP (Section 8 Management Assessment Program) Submission to HUD

Resolution # 2992

BE IT RESOLVED by the Commissioners of Auburn Housing Authority the Annual SEMAP (Section 8 Management Assessment Program) Submission to HUD is hereby authorized as presented. Commissioner Dol moved the foregoing resolution, which was seconded by Commissioner Webber. All in favor.

AYES: 5      NAYS: 0

Dol  
Webber  
Valcourt  
Martel  
Berube

2. Authorize Loan Guaranty re: AHDC Acquisition of 62 Spring Street

Resolution # 2993

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Loan Guaranty re: AHDC Acquisition of 62 Spring Street is hereby authorized as presented. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 5      NAYS: 0

Valcourt  
Berube  
Martel  
Dol  
Webber

3. Review Insurance Coverage

No Action Necessary

4. Barker Tower Window Replacement – Over Budget

Additional cost is to replace windows in both towers at a total cost of \$28,000. The original budget of \$20,000 was for replacement of windows in only the rear tower.

Resolution # 2994

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Barker Tower Window Replacement Budget Revision is hereby approved as presented. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

AYES: 5      NAYS: 0

Valcourt  
Martel  
Berube  
Dol  
Webber

5. Roak Block, 168-170 Main Street, Air Conditioner Compressor Replacement

Resolution # 2995

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Roak Block, 168-170 Main Street, Air Conditioner Compressor Replacement Cost is are hereby authorized out of local programs account as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

AYES: 5      NAYS: 0

Berube  
Martel  
Valcourt  
Dol  
Webber

6. Elect Officers

Resolution # 2996

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Chair, Arthur Wing and Vice Chair, Richard Valcourt are re-elected for the fiscal year ending March 31, 2015. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Webber. All in favor.

ADJOURNMENT:

Commissioner Valcourt moved that the meeting be adjourned at 6:00 P.M., seconded by Commissioner Dol. All in favor.

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Secretary