

**AUBURN HOUSING AUTHORITY  
MAIN OFFICE  
20 GREAT FALLS PLAZA  
AUBURN, ME 04210**

MINUTES OF THE REGULAR MEETING HELD NOVEMBER 27, 2013

The regular meeting of Auburn Housing Authority was held on November 27, 2013, at the Main Office, 20 Great Falls Plaza, Auburn, ME 04210, and was called to order by Chair Arthur Wing at 7:27 A.M.

ROLL CALL: PRESENT: Arthur Wing, Richard Valcourt, Gilda Berube, Danelle Martel, Judy Webber, Executive Director Richard S. Whiting, Assistant Director Marcia Huffman, Director of Maintenance Jason Lavoie, Senior Residential Property Manager Bruce Merrill, Residential Property Manager Janice Callahan, Housing Programs Director Rick Porter, and Administrative Assistant Kelly Freitas

ABSENT: Daniel Curtis, Asmo Dol

MINUTES OF REGULAR MEETING HELD OCTOBER 30, 2013

Commissioner Berube moved the minutes of the regular meeting held October 30, 2013, be accepted as presented, seconded by Commissioner Webber. All in favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick confirmed with the board that the date for the next meeting will be December 30, 2013 @ 3:00 p.m. Also, Rick shared that Auburn Housing received a score of 98% on the PHAS Report & circulated the scoring letter.

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

NEW BUSINESS:

1. Authorize Award of Three Scholarships

Resolution #2966

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that Three Scholarships in the amount of \$1,000 each is hereby authorized. Commissioner Martel moved the foregoing resolution, which was seconded by Commissioner Berube.

AYES: 4      NAYS: 0

Martel  
Berube  
Valcourt  
Webber

2. Accept Impediments to Fair Housing Report & Adopt Recommendations

Resolution #2967

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Impediments to Fair Housing Report & Recommendations is hereby adopted as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Martel.

AYES: 4      NAYS: 0

Berube  
Martel  
Valcourt  
Webber

3. Adopt Resolution Concerning Lake Auburn Towne House Cell Tower Revenue & Expenses

Resolution #2968

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the new revenue and expenses related to the installation and operation of a roof top cell tower at the Lake Auburn Towne House shall be properly accounted for in the Local Programs Account, with all proceeds (net of any related expenses) being retained and utilized for the benefit of public housing residents and other residents of our present and future affordable housing Programs. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Webber.

AYES: 4      NAYS: 0

Valcourt  
Webber  
Berube  
Martel

4. Adopt Vincent Budget FYE 12/31/14

Resolution #2969

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that Vincent Budget FYE 12/31/14 is hereby adopted as presented. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Berube.

AYES: 4      NAYS: 0

Valcourt  
Berube  
Webber  
Martel

5. Adopt Capital Fund Budget

Resolution #2970

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that Capital Fund Budget is hereby adopted as presented. Commissioner Webber moved the foregoing resolution, which was seconded by Commissioner Martel.

AYES: 4      NAYS: 0

Webber  
Martel

Valcourt  
Berube

6. Approve Write-offs in the Amount of \$6,137.82

Resolution #2971

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that Write-offs in the Amount of \$6,137.82 are hereby approved as presented. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Berube.

AYES: 4      NAYS: 0

Valcourt  
Berube  
Webber  
Martel

7. Approve Operating Subsidy Submission for Calendar Year 2014

Resolution #2972

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Operating Subsidy Submission for Calendar Year 2014 is hereby approved as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Valcourt.

AYES: 4      NAYS: 0

Berube  
Valcourt  
Webber  
Martel

OLD BUSINESS:

1. Discuss Mixed Population Issue in Elderly Housing / Amend Tenant Selection Plans – Barker, Esplanade and Roak Block

Resolution #2973

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Tenant Selection Plans – Barker, Esplanade and Roak Block are hereby amended as presented. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Berube.

AYES: 4      NAYS: 0

Valcourt  
Berube  
Webber  
Martel

2. Discuss Proposed City Parking Changes

Rick did not have any new information. He will confer with Chief Crowell of the City of Auburn and share any information available with the board at the December meeting.

Meeting moved to Executive Session @ 8:27 a.m. The Executive Sessions ended at 8:46 a.m. and a return to Regular Session was declared by the chair.

ADJOURNMENT:

Commissioner Valcourt moved that the meeting be adjourned at 8:47 A.M., seconded by Commissioner Berube.

All in Favor.

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Secretary