

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

MINUTES OF THE REGULAR MEETING HELD FEBRUARY 20, 2013

The regular meeting of Auburn Housing Authority was held on February 20, 2013, at the Main Office, 20 Great Falls Plaza, Auburn, ME 04210, and was called to order by Chair Arthur Wing at 7:30 A.M.

ROLL CALL: PRESENT: Arthur Wing, Norman McKeone, Richard Valcourt, Gilda Berube, Executive Director Richard S. Whiting, Assistant Director Marcia Huffman, Housing Programs Director Rick Porter, Director of Maintenance Jason Lavoie, Senior Property Manager Bruce Merrill, Residential Property Manager Janice Callahan

ABSENT: Kelly Freitas

MINUTES OF REGULAR MEETING HELD DECEMBER 31, 2012

Commissioner Valcourt moved the minutes of the regular meeting held December 31, 2012, be accepted as presented, seconded by Commissioner McKeone. All in favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick reported on two plaques that were presented to Auburn Housing by the Western Maine Detachment of the U.S. Marines Corp for the use of the community room space at Merrill Estates. One will be hung at Merrill and one in the Main Office. Norm congratulated Bruce on his appointment to the board of MREMA and to Janice for her appointment to the position of Vice President of the P.A.L. Board. Rick reviewed with the board the status of the commercial space that is vacant at Roak Block. Currently, The Bread Shack, a local candy and ice cream shop, and Senator Angus King's office have shown interest in these spaces.

MONTHLY REPORTS: MAINTENANCE, RENTAL PROGRAMS, RESIDENTIAL
PROPERTY MANAGEMENT, SOCIAL SERVICES
(FINANCIAL – Not available due to timing of meeting)

COMMUNICATION & BILLS:

1. Vincent Square Financial Statement

Resolution #2930

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Vincent Square Financial Statement is hereby accepted as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner McKeone.

AYES: 4 NAYS: 0
Berube
McKeone
Valcourt
Wing

NEW BUSINESS:

1. Award Legal Services Contract

Resolution #2931

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Legal Services Contract is hereby awarded to Isaacson & Raymond. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 4 NAYS: 0
McKeone
Berube
Valcourt
Wing

2. Authorize Change to Verification of Assets Requirement

Resolution #2932

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the HUD-initiated Change to the Verification of Assets Requirement is hereby accepted as presented. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 4 NAYS: 0
McKeone
Berube
Valcourt
Wing

3. Approve Barker Budget, 04/01/13-03/31/14

Amended to reflect change in Janitorial Wages

Resolution #2933

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Barker Budget, 04/01/13-03/31/14 is hereby approved as amended. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 4 NAYS: 0
Valcourt
Berube
McKeone
Wing

4. Approve Esplanade Budget, 04/01/13-03/31/14

Resolution #2934

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Esplanade Budget, 04/01/13-03/31/14 is hereby approved as presented. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Valcourt. All in favor.

AYES: 4 NAYS: 0
McKeone
Valcourt
Berube
Wing

5. Approve Roak Budget, 04/01/13-03/31/14

Amended to reflect change in janitorial wages and costs to repair fleur de lis on exterior of building.

Resolution #2935

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Roak Budget, 04/01/13-03/31/14 is hereby approved as amended. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner McKeone. All in favor.

AYES: 4 NAYS: 0
Berube
McKeone
Valcourt
Wing

6. Consider Annual Meeting Options

The board authorized management to make arrangements with one of the restaurants listed in the handout.

7. Request to Add Agenda Item – Surplus Cash Donation of \$500,000 from Barker Mill to ARDC

Resolution #2936

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the request to add Agenda Item – Surplus Cash Donation of \$500,000 from Barker Mill to ARDC is hereby accepted. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 4 NAYS: 0
McKeone
Berube
Valcourt
Wing

8. Approve Surplus Cash Donation of \$500,000 from Barker Mill to ARDC

Resolution #2937

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that a charitable donation in the amount of \$500,000.00 be made from the Authority’s unrestricted Barker Mill account reserves to Auburn Residential Development Corporation (ARDC) for housing development needs in the City of Auburn. ARDC shall restrict the use of funds to the creation, preservation or operation of affordable housing, consistent with ARDC’s charitable purposes. Until use of the funds ARDC shall invest the Auburn Housing Authority-donated funds hereby authorized in FDIC insured (or properly collateralized/privately insured) interest-bearing account(s) or certificate(s) of deposit. Use of the donated funds (including investment earnings) shall be restricted and subject to approval of the ARDC Board of Directors. ARDC shall generate periodic status reports on the outstanding balance of the donated funds, interest income derived from the funds, and any periodic disbursement of funds for the aforesaid acquisition purpose. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 4 NAYS: 0
McKeone

Berube
Valcourt
Wing

ADJOURNMENT:

Commissioner McKeone moved that the meeting be adjourned at 8:34 A.M., seconded by Commissioner Berube. All in Favor.

Secretary