MINUTES OF THE REGULAR MEETING HELD MARCH 29, 2017

The regular meeting of Auburn Housing Authority was held at the Main Office, 20 Great Falls Plaza, Auburn, Maine, and was called to order by Chair Arthur Wing at 7:30 a.m.

ROLL CALL:

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Present (P)/Absent (A) /Excused (E)</th>
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</thead>
<tbody>
<tr>
<td>Arthur Wing</td>
<td>Chair</td>
<td>P</td>
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<tr>
<td>Richard Valcourt</td>
<td>Vice Chair</td>
<td>E</td>
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<tr>
<td>Gilda Berube</td>
<td>Commissioner</td>
<td>P</td>
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<tr>
<td>Asmo Dol</td>
<td>Commissioner</td>
<td>P – by Telephone</td>
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<td>Danelle Martel</td>
<td>Commissioner</td>
<td>P</td>
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<tr>
<td>Judy Webber</td>
<td>Commissioner</td>
<td>P</td>
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<tr>
<td>Vacant</td>
<td>Commissioner</td>
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STAFF:
Executive Director Richard S. Whiting, Assistant Director Marcia Huffman, Maintenance Director Jason Lavoie, Senior Residential Property Manager Bruce Merrill, Residential Property Manager Janice Barrett, Staff Accountant Lynn Williams, Contracting Officer Nickolaus Charneski, Administrative Assistant Kelly Freitas

MINUTES OF REGULAR MEETING HELD FEBRUARY 22, 2017:

Commissioner Webber moved that the minutes of the February 22, 2017 meeting be accepted as presented, seconded by Commissioner Berube. All in Favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick will be speaking at MEREDA's Morning Menu Breakfast Event - Vibrant Housing Choices in Maine: Dynamics of the Value Proposition on Tuesday, April 4th, 7:30-9:00 a.m. They will be discussing different models of housing that are striving to provide communities with varying housing choices. All board members are invited. Let Rick know if you would like to attend. Also, the NERC/NAHRO Summer Conference will be held at the Samoset in Rockport, ME in June. Let Kelly know if you would like to attend. Art discussed the homelessness preference that HUD is encouraging as mentioned in the Property Management report.

Rick asked for permission to add an agenda item for Barker Capital Needs Assessment. Commissioner Dol moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

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

NEW BUSINESS:

1. Select Audit Proposal
Resolution # 3086

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Audit Proposal from RHR Smith for the next three year period is hereby selected and approved as presented. Commissioner Martel moved the foregoing resolution, which was seconded by Commissioner Webber. All in favor.

AYES: 4  NAYS: 0

Martel
Webber
Valcourt
Berube

2. Consider Policy on Equipment Donations

Resolution # 3087

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Policy on Equipment Donations is hereby approved as presented. Commissioner Martel moved the foregoing resolution, which was seconded by Commissioner Dol. All in favor.

AYES: 4  NAYS: 0

Martel
Dol
Webber
Berube

3. Approve Distribution of Surplus Cash, Roak Block @ 03/31/2016

Resolution # 3088

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Distribution of Surplus Cash, Roak Block @ 03/31/2016 is hereby approved as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

AYES: 4  NAYS: 0

Berube
Martel
Dol
Webber

4. Approve Distribution of Surplus Cash, Barker Mill @ 03/31/2016

Resolution # 3089

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Distribution of Surplus Cash, Barker Mill @ 03/31/2016 is hereby approved as presented. Commissioner Dol moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.
5. Authorize Donation from Local Programs to Auburn Residential Development Corporation

Resolution # 3090

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Donation from Local Programs to Auburn Residential Development Corporation is hereby approved as presented. Commissioner Dol moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

AYES: 4  NAYS: 0

Dol
Martel
Berube
Webber

6. Approve Memorandum of Understanding with Safe Voices & Amendment to Housing Choice Voucher Administrative Plan

Resolution # 3091

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Memorandum of Understanding with Safe Voices & Amendment to the Housing Choice Voucher Administrative Plan is hereby approved as presented. Commissioner Webber moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.

AYES: 4  NAYS: 0

Webber
Berube
Dol
Martel

7. Approve Updated Maintenance Job Descriptions

Resolution # 3092

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Updated Maintenance Job Descriptions are hereby approved as presented. Commissioner Dol moved the foregoing resolution, which was seconded by Commissioner Berube. All in favor.
AYES: 4 NAYS: 0

Dol
Berube
Webber
Martel

8. Barker Mill – Capital Needs Assessment

Resolution # 3093

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Barker Mill – Capital Needs Assessment is hereby approved as presented. Commissioner Webber moved the foregoing resolution, which was seconded by Commissioner Dol. All in favor.

AYES: 4 NAYS: 0

Webber
Dol
Berube
Martel

ADJOURNMENT:

Commissioner Webber moved that the meeting be adjourned at 8:19 A.M., seconded by Commissioner Berube. All in favor.

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Secretary