

**AUBURN HOUSING AUTHORITY
VINCENT SQUARE APARTMENTS
80 MILL STREET
AUBURN, ME 04210**

MINUTES OF THE REGULAR MEETING HELD SEPTEMBER 25, 2013

The regular meeting of Auburn Housing Authority was held on September 25, 2013, at Vincent Square Apartments, 80 Mill Street, 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, Asmo Dol, Danelle Martel, 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

MINUTES OF REGULAR MEETING HELD AUGUST 28, 2013

Commissioner Martel moved the minutes of the regular meeting held August 28, 2013, be accepted as presented, seconded by Commissioner Berube. All in favor.

Art requested to add an item to the agenda regarding the Truck Bid – Over Budget

Commissioner McKeone moved to add the agenda item, seconded by Commissioner Valcourt. All in Favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick mentioned a complaint made by a resident at Merrill Estates to the Town of Mechanic Falls regarding no heat at that location. Maintenance investigated and found that the boiler room door and heat sensor had been vandalized.

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

OPEN SESSION:

In recognition of Norm McKeone’s retirement from the board and for his years of service to Auburn Housing Authority and to the community, the board has re-named the community room at Vincent Square Apartments to be “The Norman C. McKeone Community Room”. A new plaque was unveiled next to the community room door.

COMMUNICATION & BILLS:

1. TD Wealth Management Report

The board members discussed the report and will review it twice per year.

NEW BUSINESS:

1. Approve Revised Utility Allowances, Public Housing

Resolution #2959

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Public Housing Utility Allowances are hereby revised as presented. Commissioner Berube moved the foregoing resolution, which was seconded by Commissioner Valcourt.

AYES: 5 NAYS: 0

Berube
Valcourt
Martel
Dol
McKeone

2. Approve Webster Budget, F/Y/E 10/31/14

Resolution #2960

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Webster Budget, F/Y/E 10/31/14 is hereby accepted as presented. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Martel, and the “AYES” and “NAYS” were as follows:

AYES: 5 NAYS: 0

McKeone
Martel
Berube
Valcourt
Dol

3. Approve Transfer of Roak Block Surplus Cash

Resolution #2961

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Transfer of Roak Block Surplus Cash in the amount of \$48,735 to Local Programs is hereby authorized as presented. Commissioner Valcourt moved the foregoing resolution, which was seconded by Commissioner Berube, and the “AYES” and “NAYS” were as follows:

AYES: 5 NAYS: 0

Valcourt
Berube
McKeone
Martel
Dol

4. Discuss Mixed Population Issue in Elderly Housing

Resolution #2962

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Mixed Population Issue in Elderly Housing discussion will be tabled until a later date. Commissioner McKeone moved the

foregoing resolution, which was seconded by Commissioner Valcourt, and the “AYES” and “NAYS” were as follows:

AYES: 5 NAYS: 0

McKeone
Valcourt
Dol
Berube
Martel

5. Truck Bid – Over Budget

Commissioner McKeone moved that the bid for the 2013 Ford be accepted as presented, which was seconded by Commissioner Berube, and the “AYES” and “NAYS” were as follows:

AYES: 2 NAYS: 3

McKeone Valcourt
Berube Dol
Martel

Resolution #2963

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Bid for the 2014 GMC be accepted as presented. Commissioner Martel moved the foregoing resolution, which was seconded by Commissioner Valcourt, and the “AYES” and “NAYS” were as follows:

AYES: 3 NAYS: 2

Martel McKeone
Valcourt Berube
Dol

OLD BUSINESS:

1. Discuss Proposed City Parking Changes

No action taken. Tabled until a later date.

2. Executive Session - Personnel Matters (Annual Evaluation of Executive Director)

Resolution #2964

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Executive Director’s Compensation is hereby increased as noted in the report as presented. Commissioner McKeone moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

ADJOURNMENT:

Commissioner Valcourt moved that the meeting be adjourned at 9:20 A.M., seconded by Commissioner McKeone.

All in Favor.

Secretary