

**Auburn Housing Authority
Main Office
20 Great Falls Plaza
Auburn, ME**

MINUTES OF THE REGULAR MEETING HELD NOVEMBER 30, 2016

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:

Name	Role	Present (P)/Absent (A) /Excused (E)
Arthur Wing	Chair	P
Richard Valcourt	Vice Chair	E
Gilda Berube	Commissioner	P
Asmo Dol	Commissioner	E
Danelle Martel	Commissioner	P
Judy Webber	Commissioner	P
Vacant	Commissioner	-

STAFF:

Executive Director Richard S. Whiting, Assistant Director Marcia Huffman, Housing Programs Director Rick Porter, 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 AUGUST 31, 2016 & OCTOBER 26, 2016:

Commissioner Webber moved that the minutes of the August 31, 2016 and October 26, 2016 meetings be accepted as presented, seconded by Commissioner Berube. All in Favor.

REPORT OF THE EXECUTIVE DIRECTOR:

Rick shared that Mohamed Farah, a passed scholarship recipient, was in the newspaper representing the B Street Clinic as a Family Practice Nurse Practitioner. He also shared information regarding the NERC-NAHRO Mid-Winter Conference coming up in January in Boston. Art inquired on the application for 62 Spring Street. Rick said he hasn't heard from Maine Housing. He said he also has not heard from the Federal Home Loan Bank application. Rick thinks we should hear something by the end of the year from both of them.

Judy asked about the issue with Court Street Baptist church and the removal of lead paint. She asked if there was anything that could be done. Rick said he is going to address it with our congressional delegation.

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

NEW BUSINESS:

1. Approve Write-Off's

Resolution # 3075

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Write-Off's are hereby approved as presented. Commissioner Dol moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

AYES: 4 NAYS: 0

Martel
Webber

Berube
Wing

2. Discuss Budget Assumptions for 2017

No action required

3. Authorize Capital Fund Budget Revisions

Resolution # 3076

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Capital Fund Budget Revisions are 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
Webber
Wing

4. Approve Five Year Plan

Resolution # 3077

BE IT RESOLVED by the Commissioners of Auburn Housing Authority that the Five Year Plan is hereby approved as presented. Commissioner Webber moved the foregoing resolution, which was seconded by Commissioner Martel. All in favor.

AYES: 4 NAYS: 0

Webber
Martel
Berube
Wing

ADJOURNMENT:

Commissioner Webber moved that the meeting be adjourned at 8:32 A.M., seconded by Commissioner Berube. All in favor.

Secretary