



Minutes of the Board of Commissioners Meeting December 18, 2018

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on December 18, 2018 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. A notice of the meeting was published on December 8, 2018 in Central Maine newspapers.

Chair Lincoln Merrill called the meeting to order at 9:00 a.m. The meeting convened with Commissioners Thomas Davis, Sheryl Gregory, Kevin P. Joseph, Donna Talarico, State Treasurer Terry Hayes, and Director Dan Brennan. Commissioner Laurence Gross was absent. There was a quorum present.

PUBLIC ATTENDANCE

Guests and staff present for all or part of the meeting include: Linda Uhl, Chief Counsel; Peter Merrill, Deputy Director; Daniel Drost, Director of Energy and Housing Services; Troy Fullmer, Manager of Housing and Compliance; Jane Whitley, Director of Human Resources and Facilities; Denise Lord, Senior Director of Communications and Planning; Craig Reynolds, Director of Homeownership; Tom Cary, Treasurer; Darren Brown, Director of Finance; Linda Grotton, Manager of Audit & Compliance; Kathy Kinch, Manager of HEAP & Financial Reporting; Laurie Murray, Assistant Director of Finance; Jane Sturk, Portfolio Loan Originator; Mark Wiesendanger, Director of Development; Bob Conroy, Director of Asset Management; Brenda Sylvester, Community Housing of Maine, Inc.; Katherine McGovern, Esquire, Pine Tree Legal Assistance; and Gerrylynn Ricker, Paralegal and Note taker.

ADOPT AGENDA

Chair Lincoln Merrill noted that on the Agenda, the Final Review & Adoption of the 2019 Budget required a Vote.

Commissioner Davis made a motion seconded by Commissioner Hayes to adopt the December 18, 2018 agenda with the noted change. The vote carried unanimously.

APPROVE MINUTES OF NOVEMBER 20, 2018 MEETING

Commissioner Hayes made a motion seconded by Commissioner Davis to accept the November 20, 2018 minutes as written. The vote carried unanimously.

COMMUNICATIONS AND CONFLICTS

- Commissioner Hayes advised the Board members that a new Treasurer, Henry Beck, would be sworn in on January 8, 2019.
- Commissioner Davis reported he has a friend applying for a job at MaineHousing.
- Chair Lincoln Merrill remembered he also has a friend applying for a job at MaineHousing.

CHAIR OF THE BOARD UPDATES

None

DIRECTOR UPDATES

Director Dan Brennan recognized Manager of HEAP & Financial Reporting, Kathy Kinch who will be retiring in January. He thanked her for her fifteen plus years of service.

Director Brennan reported on the following conferences, meetings, issues and upcoming events:

- Attended the pre-legislative banquet. Our committee will now be called the Labor and Housing Committee.
- Attended the Maine Affordable Housing Coalition board meeting. The state low income housing tax credit was discussed.
- Visited with several staff the University of Maine at Orono's Virtual Environmental and Multimodal Interaction laboratory. We focused on what they are doing to help seniors aging. The virtual reality technology they are using is amazing.
- Met with former Governor Baldacci and representatives from Key Bank regarding Key Bank's Community Reinvestment Act requirements and how to steer that towards affordable housing.
- Met with Jon Jennings and Mike Sauschuck of the City of Portland regarding where they will be putting their homeless shelter and how MaineHousing can assist them.
- Met with City of Biddeford personnel regarding their local housing situation.
- MaineHousing hosted a panel discussion on recovery houses.
- Toured the Clark Insurance building and discussed their lessons learned moving into a new building. Our building committee is meeting after the Board meeting today.
- Deputy Director Merrill and I had lunch with John Gallagher.
- MaineHousing held an all staff day at the Augusta Civic Center. The day was focused on our lean efforts, our new building, and our fiftieth anniversary.
- We are conducting first round interviews for our Information Technologies Director.
- The Homeless Initiatives Director position has been posted. We are accepting resumes now.
- We have a strong pool for the Public Information/Social Media Coordinator position and will be conducting first round interviews soon.
- We are almost finished with resource allocation and will present that to the Board at the January 15, 2019 meeting.
- We've received five responses to our Quarry Ridge, Freeport request for proposals. Very excited with the direction that is going.

ELECT OFFICERS

Commissioner Gregory made a motion seconded by Commissioner Hayes to keep the same slate of officers as we currently have. The vote carried unanimously.

CHAPTER 29 MULTI-FAMILY MORTGAGE LOANS RULE PUBLIC HEARING

Chief Counsel Linda Uhl welcomed the public for the hearing and explained the public hearing process. She introduced the Commissioners, Director of Development, Mark Wiesendanger; Deputy Director, Peter Merrill, and herself.

Chief Counsel Linda Uhl reviewed the stakeholder process and the changes to the Rule. There being no people to comment at the hearing, the public hearing was adjourned at 9:31 a.m.

PROPOSED 2019 BUDGET

Director of Finance Darren Brown reviewed the minor changes from the 2019 preliminary budget presented at the November meeting. Comparing the proposed 2019 budget amount to the budget for 2018, it represents an increase of \$0.5 million or 3%.

Commissioner Hayes made a motion seconded by Commissioner Talarico to approve the budget as presented today. The Vote carried unanimously.

APPROVAL OF MPP SERIES RESOLUTION

Treasurer Tom Cary requested approval of a Series Resolution dated December 18, which authorizes the issuance of up to \$400 million of Bonds and Notes in the Mortgage Purchase Program for a period of approximately 13 months. He provided a summary of the 2018 issuances and how the proceeds were used.

Commissioner Hayes made a motion seconded by Commissioner Gregory to approve the Series Resolution dated December 18th. The Vote carried unanimously.

ADOPT DOE WEATHERIZATION STATE PLAN

Manager of Housing and Compliance Troy Fullmer, went over the few changes that were made to the 2019 DOE Weatherization Assistance Program State Plan and the one comment received and MaineHousing's response to that comment. No other comments were received during the public comment period.

Commissioner Gregory made a motion seconded by Commissioner Davis to adopt MaineHousing's proposed Department of Energy (DOE) Weatherization Assistance Program 2019 State Plan. The vote carried unanimously.

ADOPT WEATHERIZATION ASSISTANCE PROGRAM RULE

Manager of Housing and Compliance Troy Fullmer, advised the Board members that no comments were received regarding the repeal and replacement of the Weatherization Assistance Program Rule.

Commissioner Gregory made a motion seconded by Commissioner Davis to repeal the existing Weatherization Assistance Program Rule, Chapter 25 of MaineHousing's rules, and replace it with the proposed Weatherization Assistance Program Rule presented to the Board at the November 20, 2018 Meeting. The vote carried unanimously.

CHAPTER 34 PRESERVATION AND RELOCATION RULE PUBLIC HEARING

Chief Counsel Linda Uhl welcomed the public for the hearing and explained the public hearing process. She introduced the Commissioners, Director of Asset Management, Robert Conroy, Director of Development, Mark Wiesendanger, and herself.

Chief Counsel Linda Uhl reviewed the stakeholder process and explained the purpose of this new Rule. Katherine McGovern, Esquire on behalf of Pine Tree Legal Assistance provided testimony. The public hearing adjourned at 10:10 a.m.

DEPARTMENT REPORTS

Commissioner Gregory acknowledged what a fantastic job the Homeownership Department has done this year.

ADJOURN

Commissioner Hayes made a motion seconded by Commissioner Joseph to adjourn the meeting. The meeting was adjourned at 10:30 a.m. by a unanimous vote of the Board.

Respectfully submitted,



Donna Talarico, Secretary