

Minutes of the Board of Commissioners Meeting July 16, 2013

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on July 16, 2013, at the offices of MaineHousing, 353 Water Street, Augusta, Maine.

Chair Peter Anastos called the meeting to order at 9:05 a.m. with Commissioners Adam Bradstreet, Donna Talarico, Neria Douglass, and Director John Gallagher in attendance. Commissioner Gregory arrived at 9:10a.m. Commissioner Merrill arrived at 9:15a.m. Commissioners Turner and Capoldo were absent. There was a quorum present.

PUBLIC ATTENDANCE

Guests and Staff present included: Margaret Bean, Deputy Director; Peter Merrill, Deputy Director; Tom Cary, Treasurer; Linda Uhl, Chief Counsel; Dan Brennan, Director of Development; Denise Lord, Director of Housing Choice Vouchers; Craig Reynolds, Director of Homeownership; Kathy Kinch, Interim Director of Energy & Housing Services; Linda Grotton, Manager of Internal Audit and Compliance; Jodie Stevens, Counsel; Don McGilvery, Construction Services Manager; and Jody Rollins, Office Administrator and note taker.

ADOPT AGENDA

Commissioner Talarico made a motion seconded by Commissioner Douglass to accept the agenda. The vote carried 3 – 0.

ELECT BOARD SECRETARY

A motion was made and seconded to elect Donna Talarico as Board Secretary. The vote carried 3-0.

COMMUNICATIONS AND CONFLICTS

- John Turner has communicated that his court schedule conflicts with MH Board meetings, and he needs to resign. Since his term extends until his replacement is named, he will attend a few more meetings in the coming months, as his schedule allows.
- HUD has determined that it is a conflict of interest for Don Gean to serve on the Board while his organization (York County Shelters) receives federal subsidies. Commissioner Gean has resigned from the Board. HUD will implement a one-year post-term prohibition during which York County Shelters may not receive project-based voucher funding. The Board has inquired whether HUD could waive the one year prohibition. It is under consideration.
- It is the time of year to review health care plans for 2014. MH is looking at alternate health care options and will be sending out a request for proposal for brokerage services.
- John met with John Butera to discuss bonds and Commissioner replacements. Linda Uhl will forward to the Commissioners requirements from MH's statute regarding Commissioner appointments, slots that are filled, and slots that are vacant.
- Commissioner Talarico inquired about conflict of interest regarding a sponsorship that benefits LIHEAP recipients. It was determined that no conflict exists.

DIRECTOR UPDATES

Director John Gallagher provided the following updates:

- MaineHousing and the Maine Affordable Housing Coalition are partnering to present the Maine Affordable Housing Conference on October 30, 2013 at the Holiday Inn by the Bay. Keynote speakers will include former U.S. Congressman Barney Frank and Executive Director of the U.S. Interagency Task Force on Homelessness Barbara Poppe. Mr. Gallagher asked the Commissioners if they had any input for workshops.
- John met with representatives of the manufacturing housing community to review the new mobile home replacement program.
- NCSHA will offer training in Portsmouth, NH for HFA Boards on August 25-27, 2013. It is available for MH Commissioners.

ADOPTION OF THE 2014 LOW INCOME HOUSING TAX CREDIT QUALIFIED ALLOCATION PLAN

Dan Brennan reviewed an additional comment that will be added to the official transcript and reported that no significant changes had been made since the public hearing in July. He requested formal approval of the plan.

Commissioner Merrill made a motion seconded by Commissioner Douglass to adopt the resolution as proposed. The vote carried 5-0.

ADOPTION OF THE HOME ENERGY ASSISTANCE PROGRAM STATE PLAN FOR PROGRAM YEAR 2014

Kathy Kinch addressed the Board to request formal adoption of the LIHEAP State Plan.

Commissioner Douglass made a motion seconded by Commissioner Gregory to adopt the LIHEAP Home Energy Assistance State Plan. The vote carried 5 – 0.

AUDIT COMMITTEE UPDATE

- Cohn Reznick Audit - Audit Chair Lincoln Merrill reviewed the contents of the Cohn Reznick report. Results of the Carbon Quantification Project, MERAC, and ECOS audits were discussed. It was determined that program work was appropriate, well documented, and fairly priced. There was no conflict of interest between Efficiency Maine Trust and consultant Cathy Lee. Commissioner Merrill summarized by stating a lot had been learned from the audit, he was very comfortable with the results, and it was not a waste of money. Chair Anastos stated they had been critical of the work and were wrong. Linda Grotton will distribute a letter written by Cohn Reznick to the Board. MaineHousing will ask for release of the money outstanding from Efficiency Maine Trust that was held pending these audit results.
- OPEGA has been finalizing their report to present to the Legislative Oversight Committee on July 25, 2013.
- There is one outstanding audit item with MERAC regarding an audit trail for data changes. An RFP has been issued with responses due back by August 7, 2013. We have received 5 responses.
- HUD recently reviewed our Environmental Review process. MaineHousing received a stellar review. Congratulations to Anne Pare who oversees the process. HUD may use our forms and guidance as a national example.
- HUD OIG Review – MaineHousing is still waiting for waiting for a final closeout letter from HUD.

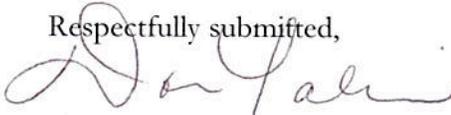
DEPARTMENT REPORTS

- Director Gallagher has requested that all Department Directors provide a monthly report in the Board packet.
- Mortgage numbers are strong. MaineHousing's mortgage rate will soon increase to stay closer to the market rate. The change may slow down the program, but it will not cost us as much in subsidy. Our Homeownership bond capacity runs out December 1, 2013. We will need a resolution to the TEFRA question soon.
- The pictures in the Homeless Department Report were well received.

ADJOURN

Commissioner Douglass made a motion seconded by Commissioner Gregory to adjourn the meeting. The motion carried 5 – 0. The meeting adjourned at 10:20a.m.

Respectfully submitted,



Donna Talarico, Secretary