



Minutes of the Board of Commissioners Meeting

June 21, 2016

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on June 21, 2016 at the offices of MaineHousing, 353 Water Street, Augusta, Maine.

Chairman Peter Anastos called the meeting to order at 9:00 a.m. with Director John Gallagher, Commissioners John Marsh, Donna Talarico, Kevin P. Joseph, Adam Bradstreet, Lincoln Merrill, and State Treasurer Terry Hayes present. Sheryl Gregory was absent. There was a quorum present.

PUBLIC ATTENDANCE

Guests and staff present for all or part of the meeting include: Judy Frost, WMCA; Bill Crandall, WMCA; Lill Beck, MEMA; Dana Lampron, Discount Fuels, Shelby Lampron, Discount Fuels; Matthew Porter; Lisa A. Carroll, J.P. Carroll Fuel Co.; Lynn Lugdon, PCAP; Robyn Mayhew, PCAP; Daniel Parks, Fabian; Peter Warner, Maine Street Fuel; Ryan Bibeau, Fabian; R.C. Gent, WFC; Lisa M'Gee, CCI; Jamie Py, MEMD; Kathy Commeau, R.H. Foster; Rick McCarthy, MCAA; Peter Warner, Maine Street Fuel; Michael Stoddard, EMT; Emily Cushman, EMT; Joby Thoyalil, MEJP; Dennis Steinert, Steinert Co.; Daniel Raitt; Donald Capoldo, YCCAC; April Blanchard, Motivational Services; John Zarrilli, Motivational Services; Andy Jackson; The Szanton Company; Chris LaRoche, Westbrook Housing; Peter Merrill, Deputy Director; Margaret Bean, Deputy Director; Linda Grotton, Manager of Audit and Compliance; Dan Brennan, Director of Energy and Housing Services; Denise Lord, Director of Communications and Planning; Linda Uhl, Chief Counsel; Mark Wiesendanger, Director of Development; Craig Reynolds, Director of Homeownership; Jane Whitley, Human Resources Manager; Kathy Kinch, Manager of LIHEAP and Financial Reporting; Jodie Stevens, Counsel; Bill Glover, Manager of Lending; Deb Turcotte, Public Information Manager; and Jody Rollins, Office Administrator and note taker.

ADOPT AGENDA

Commissioner Joseph made a motion seconded by Commissioner Marsh to adopt the agenda. The vote carried 6 – 0.

COMMUNICATIONS AND CONFLICTS

There were no communications or conflicts to report.

MINUTES OF THE MAY 17, 2016 MEETING

Commissioner Joseph made a motion seconded by Commissioner Marsh to approve the minutes. The vote carried 6 – 0.

CHAIRMAN UPDATES

There were no updates from Peter Anastos, Chairman of the Board.

DIRECTOR UPDATES

- Director Gallagher introduced Mark Wiesendanger, Director of Development.
- Discussed a July meeting. The Commissioners concurred that there would be a meeting on July 19th and requested that only changes in the LIHEAP State Rule be sent in the packet.
- Attended the NCSHA Housing Credit Conference in Seattle.
- Attended the Federal Home Loan Bank of Boston Advisory Board Meeting in Hartford, CT.

- Held an All Staff work day centered on “building for the future” with discussion topics relative to continuous improvement and strategic initiatives. There were informative guest speakers and testimonials from MH program participants.
- Provided our annual “clean-up day” for staff giving them an opportunity to scrub computer files and discard unneeded paper files. The effort resulted in shredding over 3,393 lbs. of paper and recouping 66GB of space.
- Hosted a strategic vision panel relating to the changing labor force and housing needs. The session was engaging and informative.

LIHEAP RULE PUBLIC HEARING

Chief Counsel Linda Uhl conducted a public hearing on the repeal and replacement of the Low Income Home Energy Assistance (LIHEAP) Program. The following people provided oral testimony: Dana Lampron, Discount Fuels; Jamie Py, Maine Energy Marketers Association; Peter Warner, Maine Street Fuel; Matthew Porter, Tidewater; Rick McCarthy, Maine Community Action Association; William Crandall, Western Maine Community Action Association; Don Capoldo, York County Community Action Association; Dennis Dyer, a Windham oil dealer; and Joby Thoyalil, Maine Equal Justice Partners. A full transcript is attached.

2016/2017 LIHEAP STATE PLAN /WEATHERIZATION Waiver PUBLIC HEARINGS

Chief Counsel Linda Uhl conducted a combined hearing for the 2016 / 2017 LIHEAP State Plan and the proposed waiver of the Weatherization cap for fiscal year 2016. There were no public comments.

2017 QUALIFIED ALLOCATION PLAN PUBLIC HEARING

Chief Counsel Linda Uhl conducted a public hearing on the proposed 2017 Qualified Allocation Plan. Joby Thoyalil of Maine Equal Justice Partners provided oral testimony. A full transcript is attached.

BUILDING UPDATES

Peter Merrill provided an update on the various work that has been done to analyze our building needs, the progress we are making, and the status of our findings. MaineHousing’s current lease will end in 2020, so we are analyzing our various options presented by consultants SMRT and the Boulos Company. Next steps include forming four committees to look at financial options, communications, data management, and organize site visits. As we proceed, we will keep an eye toward the future needs of the company and a younger workforce.

OTHER

Remote Participation - State Treasurer Hayes discussed remote participation and asked the legal department to send instructions about the new requirements. If it is not reasonably practical to appear at the meeting and you are participating remotely, the reason has to be stated in the minutes of the meeting. Commissioners can decide on what is reasonably practical. Linda Uhl suggested this be on the August agenda.

Calendar of Events - John noted the Calendar of Events and items listed, which is provided to keep the Board informed of events.

LIHEAP Rule - The Commissioners discussed possible options for delivering the LIHEAP program. They requested additional information be sent to them for review prior to the July meeting.

ADJOURN

Chair Anastos made a motion seconded by Commissioner Joseph to adjourn the meeting at 12:30 P.M. The vote carried 4 – 0.

Respectfully submitted,

Donna Talarico, Secretary