

Minutes of the Board of Commissioners Meeting
November 18, 2008

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on November 18, 2008 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. A notice of the meeting was published on November 10th & November 19th, 2008 in the Central Maine Newspapers.

Vice-Chair Carol Kontos called the meeting to order at 8:05 a.m. with Commissioner and Director Dale McCormick, Commissioners David Lemoine, Nikki McLean, Sheryl Gregory, and John Sevigny present. Commissioner Gean attended by conference call. Commissioner Mahoney was absent. A quorum was present with seven Commissioners.

PUBLIC ATTENDANCE

Other guests and staff present at the meeting include: Margaret Bean & Adam Krea, Deputy Directors; Jo-Ann Choate, Manager of EHS; Linda Grotton, Internal Audit Manager; Linda Uhl, Chief Counsel; Tom Cary, Treasurer; Dan Brennan, Director of Development; Darren Brown, Controller; Laurie Murray, Loan Servicing Manager; Peter Merrill, Director of Communications and Planning; Jody Rollins, Office Administrator and note taker; and Barbara Berry.

AGENDA

Commissioner McLean made a motion seconded by Commissioner Sevigny to accept the agenda. All Commissioners voted to accept the agenda. The motion carried 6-0.

MINUTES OF THE MEETING

Commissioner Gregory made a motion seconded by Commissioner Sevigny to accept the minutes as presented. All Commissioners voted to accept the minutes. The motion carried 6-0.

2009 BUDGET

Darren Brown gave a report on changes made to the 2009 Preliminary Budget. A total reduction of \$125,000 was made, bringing the overall increase from 2008 to 3% instead of 4%. The majority of changes were made in salaries and benefits with two salary positions eliminated and merit adjustments reduced from 4% to 3.5%. Our health insurance provider reduced their increase from 7% to 6%.

Commissioner Gregory made a motion seconded by Commissioner McLean to accept the 2009 budget effective January 1, 2009 as presented. The motion carried 6 – 0.

Chair Kontos expressed her appreciation to Darren and the Finance staff for hearing the Board's concerns and incorporating changes.

RESOURCE ALLOCATION

Chair Kontos reviewed the projected 2009 discretionary subsidy with and without new StateHOME money.

She then led the Commissioners in a prioritization allocation exercise. The following chart reflects the results of the exercise, and programs are prioritized by area of need:

OWNERS OF SUBSTANDARD HOMES	FIRST-TIME HOMEBUYER PROGRAM	PEOPLE WHO ARE HOMELESS	RENTERS NEEDING ASSISTANCE
Home Rehab Program	First-Time Homebuyer Program	Shelter Operating Funds	RLP/9% Tax Credit Program
Home Replacement	Maine Assist	Rental Assistance Coupon Plus	4% Tax Credit Program / 2% Downtown Program
Home Retro Program	Maine American Dream	Continuum of Care	Affordable Housing Sub-Division Program
Elderly Hardship	Maine HOPE Program	Homeless Prevention Program	Brunswick Naval Air Station Realignment Closure
Mobile Home Replacement Program	Family Development Accounts – Matching Funds	Shelter Repair Program	Downtown Revitalization Program
Lead Program	Foreclosure Counseling	Security Deposit Program	
Critical Access Program		Supportive Housing – Homeless Only	
Home Energy & Disaster Assistance Loan Programs		Emergency Winter Response Program	
Keep ME Warm Program			

Commissioner Kontos departed at 9:35 and named Commissioner Gregory as Chair for the remainder of the meeting.

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (“LIHEAP”) RULE PUBLIC HEARING

The public hearing began at 9:35 a.m. Chief Counsel Linda Uhl and Manager of EHS Jo-Ann Choate conducted a public hearing on the LIHEAP amendment. There were no members of the public present. There were no suggested changes to the proposed amendment. The amendment will be brought forth for adoption at the December 16th Board meeting. The hearing was closed at 9:40 a.m.

DOE STATE PLAN

Jo-Ann Choate is preparing for a January Public Hearing. There will be an increase in the number of households eligible. She will draft a plan for review at the December meeting.

NEW MEMBER OF THE AUDIT COMMITTEE

Commissioners Kontos and Sevigny currently serve on the Audit Committee and they are looking for an additional member to serve with them.

DIRECTOR AND ENERGY UPDATES

1. Director McCormick announced that the Weatherization training classes have doubled in size and are filled through December. They are building capacity to weatherize homes under the Governor’s Weatherization Program.

2. A MOHO Replacement RFP on was sent out. Three mobile home dealers were selected to facilitate the replacement program statewide. Owners of pre-1976 mobile homes were notified.
3. The National Energy Assistance Directors Association invited Director McCormick to present briefings at 2 Senate Committee Green meetings recently in Washington, D.C. She also attended subsequent meetings with Fannie Mae and the American Council for an Energy Efficiency Economy.
4. The Carbon Workshop at NCSHA Conference was a success with Pennsylvania signing on to the carbon exchange program.

LEGISLATIVE UPDATE

Peter Merrill stated the Business, Research, and Economic Development Committee who oversees MaineHousing is one of the most sought after Committees this year.

REPORTS

Chair Gregory called attention to the Homeownership Report and noted that purchases and originations were up.

OTHER BUSINESS

The 9% Low-Income Tax Credit Application deadline is Thursday. Development has received 15 applications and anticipate the ability to award 4-6 depending on the size of the projects.

Director McCormick stated her appreciation to the Board for their input on the budget and thought it was a good process. She thanked them for passing it, and said it would help morale.

Chair Gregory called attention to the Homeless in Maine – 2007 Report that was distributed at the start of the meeting.

Chair Gregory adjourned the meeting at 10:00 am.

NEXT MEETING

The next meeting of the Board of Commissioners will be held on December 16th at the offices of MaineHousing.

Respectfully submitted,

Donald Gean, Secretary