



Minutes of the Board of Commissioners Meeting October 15, 2019

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on October 15, 2019 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. Notice of the meeting was published on October 4, 2019 in Central Maine newspapers.

Chair Lincoln Merrill called the meeting to order at 9:00 a.m. The meeting convened with Commissioners Laurence Gross, Kevin Joseph, Donna Talarico, Thomas Davis, Bonita Usher, Deputy State Treasurer Matthew Colpitts, and Director Dan Brennan present. There was a quorum present.

PUBLIC ATTENDANCE

Guests and staff present for all or part of the meeting included: Linda Uhl, Chief Counsel; Peter Merrill, Deputy Director; Denise Lord, Senior Director of Communications and Planning; Laurie Murray, Director of Homeless Initiatives; Daniel Drost, Director of Energy and Housing Services; Kyme Ferenc, Manager of Housing Services; Troy Fullmer, Manager of HEAP & Weatherization Services; Linda Grotton, Director of Audit and Compliance; Jane Whitley, Director of Human Resources and Facilities; Darren Brown, Director of Finance; Cara Courchesne, Communications Coordinator; Karen Lawler, Executive Administrator; Lauren Bustard, Senior Director of Programs; William Shanahan, President of Northern New England Housing Investment Fund; Brenda Sylvester, Community Housing of Maine, Inc.; and Gerrylynn Ricker, Paralegal and Note taker.

ADOPT AGENDA

Director Dan Brennan added Director of Finance, Darren Brown presentation of the Federal program audit to the Agenda. *Commissioner Joseph made a motion seconded by Commissioner Gross to adopt the October 15, 2019 agenda with added presentation. The vote carried unanimously.*

APPROVE MINUTES OF SEPTEMBER 17, 2019 MEETING

Commissioner Joseph made a motion seconded by Commissioner Gross to accept the September 17, 2019 minutes as written. The vote carried unanimously.

COMMUNICATIONS AND CONFLICTS

Chair Merrill said a friend and his wife are going through the first time home buyers program, have taken the homebuyers education class, and are very positive about the process.

CHAIR OF THE BOARD UPDATES

None.

DIRECTOR UPDATES

Director Brennan reported issues, his activities and upcoming matters as follows:

- Director Brennan congratulated Commissioner Larry Gross for receiving the Maine Council on Aging's 2019 Lasting Legacy Award.
- The affordable housing conference on October 1st was great. There were about 500 attendees and in all regards the day went wonderfully.
- Kennebec Valley Community Action agency will be awarding MaineHousing with their Community Partner Award on November 20th and Downeast Community Partners will be presenting their Partner of the Year award to MaineHousing on November 5th.
- MaineHousing has been awarded a \$3.8 million lead grant from HUD. It's a three year grant. Senator Collins is going to announce the award on Friday in Biddeford. She will also be making announcements of awards to Biddeford, Lewiston/Auburn, and Portland.
- Director Brennan reviewed the room names for the new building. Deputy Director Merrill did a great job incorporating all the themes we were looking for.
- Attended the Genesis annual event in Brunswick.
- Attended the groundbreaking of Furman Block in Portland.
- Recorded a radio spot for 99 WOLF radio regarding the home energy assistance program and spoke with Tux Turkel of the Portland Press Herald regarding the governor's climate council.
- Meeting regularly with DHHS regarding recovery houses.
- Attended quarterly meeting with Maine Community Action Agency Directors last week.
- Attended Bath Housing Authority's 50th anniversary celebration.
- Senior Director of Communications and Planning Denise Lord and Director Brennan attended Senator King's forum on healthcare and aging issues in Bangor.
- Attended the Maine Association of Public Housing Directors in Bar Harbor.
- The NCSHA 2019 annual conference is in Boston, October 19th through October 22nd. Several staff will be attending.
- Will be attending Avesta Housing's Southgate project ribbon cutting just off Route One in Scarborough on October 23rd.
- Will be speaking with the Maine Banker's Retail Lending Committee on October 31st.
- Almost completed the Leadership Development Program candidate interviews. Candidates will be selected by October 18th and the program will start November 8th.
- 15 applications were received for our 9% tax credit program. Anticipate funding five of those projects and should be able to announce those winners by the next Board meeting.
- Launched a 4% competitive program for those projects that will utilize the affordable housing bond money that the Governor authorized earlier this year.
- There were twelve mobile homes that were destroyed in the Farmington explosion last month. We have reached out to our community action agency partners to offer our assistance. We will also work with town officials.
- HUD has published the fair market rents which are published every year. The Commissioners would like more information regarding fair market rents. Director Brennan will ask Director of Housing Choice Vouchers Allison Gallagher to come talk to them next month.
- Filed the Continuum of Care application with HUD.
- MaineHousing lowered the single family interest rate to 3.25%. There is a strong pipeline in Homeownership.

ENERGY AND HOUSING SERVICES UPDATE

Director of Energy and Housing Services Dan Drost and Manager of HEAP & Weatherization Services Troy Fullmer presented an update on the DOE Weatherization Program for contract year April 1, 2018 through March 30, 2019. 754 units were served in program year 2018. Funding for program year 2019 is \$3,498,908. 92% is direct contract for weatherization. The remaining 8% is personnel and benefits, equipment, travel, supplies and miscellaneous. \$570,000 is for training and technical assistance with half allocated to the community action agencies and half for MaineHousing staff. Director Drost went through a tentative timeline of program year 2020.

ADOPT CHAPTER 24 – HOME ENERGY ASSISTANCE PROGRAM RULE

Deputy Treasurer of State Matthew Colpitts stated that Treasurer of State Henry Beck is in support of the comment made by the Maine Justice Partners regarding the simplification of qualifications of eligibility, specifically the TANF. However, Treasurer Beck is in support of the repeal and replacement of the proposed rule. Commissioner Gross pointed out that the “Bureau of Maine’s Elderly” listed on page 15 of the rule is outdated and should be removed.

Commissioner Joseph made a motion seconded by Commissioner Talarico to repeal the existing Home Energy Assistance Program Rule, Chapter 24 of MaineHousing’s rules, and replace it with the replacement Home Energy Assistance Program Rule as described in and attached to the memo on Repeal and Replacement of Home Energy Assistance Program Rule from Director of Energy and Services Daniel F. Drost and Chief Counsel Linda Uhl to the Board of Commissioners dated October 9, 2019, with the deletion of the reference to the Bureau of Maine’s Elderly. The vote carried unanimously.

ADOPT CHAPTER 19 – HOMELESS SOLUTIONS RULE

Senior Director of Programs Lauren Bustard reviewed the few changes to the definitions in the proposed Homeless Solutions rule.

Deputy State Treasurer Matthew Colpitts made a motion seconded by Commissioner Gross to repeal and replace the existing Homeless Solutions Rule in the form attached to the October 9, 2019 memorandum from Senior Director of Programs Lauren Bustard and Chief Counsel Linda Uhl to the commissioners. The vote carried unanimously.

2018 FEDERAL PROGRAMS COMPLIANCE AUDIT REPORTS

Director of Finance Darren Brown reviewed the results of the 2018 Federal Programs Compliance Audit. MaineHousing’s independent auditors, Baker Newman & Noyes, completed their audit work and reports in September. These reports must be filed with the federal Single Audit Clearinghouse and the HUD Real Estate Assessment Center within nine months after the end of the fiscal year; since MaineHousing is on a calendar year, we had until September 30th to file. The reports have been submitted and were filed on time. The 2018 audit reports contain no audit findings. We are in compliance in all material respects.

NORTHERN NEW ENGLAND INVESTMENT FUND

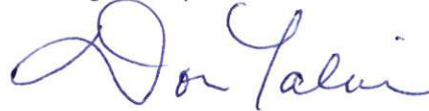
Bill Shanahan, President of Northern New England Investment Fund (NNEHIF), gave an overview of the partnership his organization has with MaineHousing. NNEHIF is a private non-profit corporation located in Portland. NNEHIF syndicates housing tax credits and does consulting work with developers. MaineHousing and New Hampshire Housing are sustained members. NNEHIF has a ten member board, five members from Maine and five members from New Hampshire. Syndicating housing credits means raising equity from investors and capitalizing affordable housing developments. Over the years NNEHIF has created over 25 funds. Banks are the largest investor in housing credits. As an organization, NNEHIF has raised over \$750 million in private capital and about half of that (\$375 million) has stayed in the state of Maine. They have invested in about 7,300

units and currently manage about 6,000 units, half of which are in Maine. They have partnered with 75 developers, 66% of which are non-profits and they work with over 50 management companies. They are currently working on their 26th fund, with three states, Maine, New Hampshire and Vermont.

ADJOURN

Deputy State Treasurer Matthew Colpitts made a motion seconded by Commissioner Joseph to adjourn the meeting. The meeting was adjourned at 10:52 a.m. by unanimous vote of the Board.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Donna Talarico". The signature is fluid and cursive, with a large initial "D" and "T".

Donna Talarico, Secretary