



Minutes of the Board of Commissioners Meeting September 18, 2018

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on September 18, 2018 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. A notice of the meeting was published on September 7, 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, Kevin Joseph, John Gallagher, Sheryl Gregory, Donna Talarico, State Treasurer Terry Hayes, and Director Dan Brennan in attendance. Commissioner Laurence Gross was absent. There was a quorum present.

PUBLIC ATTENDANCE

Guests and staff present for all or part of the meeting include: Peter Merrill, Deputy Director; John Bobrowiecki, Counsel; Daniel Drost, Director of Energy and Housing Services; Tom Cary, Treasurer; Linda Grotton, Manager of Audit and Compliance; Allison Gallagher, Director of Housing Choice Voucher Department; Jane Whitley, Director of Human Resources and Facilities; Karen Lawlor, Executive Administrator; Denise Lord, Senior Director of Communications & Planning; Laurie Glidden, FSS Coordinator; Melissa Lizotte, FSS Specialist; and Gerrylynn Ricker, Paralegal and Note taker.

ADOPT AGENDA

Commissioner Hayes made a motion seconded by Commissioner Joseph to adopt the September 18, 2018 agenda. The vote carried unanimously.

APPROVE MINUTES OF AUGUST 21, 2018 MEETING

Commissioner Davis made a motion seconded by Commissioner Joseph to accept the August 21, 2018 minutes with one amendment. The vote carried unanimously.

COMMUNICATIONS AND CONFLICTS

Chair Merrill advised the Board members that there may be times during today's meeting where Commissioner John Gallagher may not participate in Votes. There are conversations taking place as to whether or not John has a conflict with regard to some work he is doing for another organization.

CHAIR OF THE BOARD UPDATES

Chair Merrill was contacted that the Cabin in the Woods dedication ceremony would be taking place on Friday (September 21) at Togus.

DIRECTOR UPDATES

- Director Brennan reported over the past couple of months he has met with:
 - Volunteers of America new Chief Executive Officer, Richard Hooks Wayman;
 - Bob Dawber, Chief Executive Officer of York County Shelters;
 - Attended the Maine Association of Public Housing Directors annual conference;
 - Attended the Maine Wisdom Summit; and
 - Avesta Housing Board of Directors.

- Mr. Brennan will be attending the upcoming following meetings:
 - Council of State Community Development Agencies in Portland;
 - Cabin in the Woods ribbon cutting ceremony at Togus;
 - We will host here a forum with small landlords;
 - New England Housing Finance Authorities directors meeting in New Hampshire;
 - National Base Redevelopment Association conference in Portland;
 - University of Maine Clinical Geriatrics Colloquium; and
 - NCSHA annual conference.

- Mr. Brennan informed the Board of the following matters:
 - With regards to the new building, we are working with Harriman on finalizing design issues;
 - The NCSHA has published a cost study on low income housing tax credit projects. The General Accounting Office will be putting out a study as well;
 - We have closed on Quarry Ridge Apartments in Freeport, a 34 unit project;
 - In our Energy and Housing Services department, we have selected Hancock Software out of Massachusetts as the vendor for our HEAP database;
 - Our first leadership development program will be coming to an end at the end of the month;
 - We put two applications in for federal funding: Capital Magnet Fund (\$6,000,000) and we are the Collaborative Applicant for the Continuum of Care;
 - Budget season is upon us. We anticipate bringing a proposed budget to the Board in November with final approval at the December meeting;
 - Anticipate a closing soon on the 7 unit, Gray Street, Portland property; and
 - The 50th anniversary committee is busy making plans for our 50th anniversary next year.

**ADOPT HOUSING CHOICE VOUCHER ANNUAL PLAN and
ADOPT HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN**

Allison Gallagher, Director of Housing Choice Voucher, told the board members that regarding the public hearing held at last month's meeting, HCV received no public comments on the plans at the hearing or during the preceding 45-day comment period. Ms. Gallagher reviewed the changes in the Plans and answered Board members questions. There was discussion regarding some of the components of the Plans.

Commissioner Hayes made a motion seconded by Commissioner Davis to adopt the plans as edited by the Board. 5 members voted in favor of the motion and 1 member abstained.

RESTART PROGRAM PRESENTATION

Allison Gallagher, Director of Housing Choice Voucher introduced Laurie Glidden, FSS Coordinator and Melissa Lizotte, FSS Specialist to give a presentation of the Family Self-Sufficiency Program called Restart. Laurie and Melissa explained how the program works and discussed some of the successes. Laurie told the Board members that this program has been in effect for twenty-five years and there was a paper written about the program entitled "HUD's Best Kept Secret."

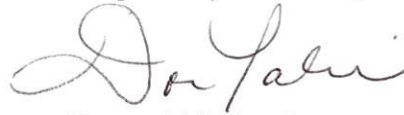
DEPARTMENT REPORTS

Commissioner Davis asked about the discretionary resources on the financial report on page 37 of the board packet.

ADJOURN

Commissioner Hayes made a motion seconded by Commissioner Talarico to adjourn the meeting. The meeting was adjourned at 10:36 a.m. by a unanimous vote of the Board.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Donna Talarico".

Donna Talarico, Secretary