



Minutes of the Board of Commissioners Meeting December 17, 2019

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on December 17, 2019 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. Notice of the meeting was published on December 6, 2019 in Central Maine newspapers.

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

PUBLIC ATTENDANCE

Guests and staff present for all or part of the meeting included: Peter Merrill, Deputy Director; Tom Cary, Treasurer; John Bobrowiecki, Counsel; 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; Jane Whitley, Director of Human Resources and Facilities; Darren Brown, Director of Finance; Craig Reynolds, Director of Homeownership; Mark Wiesendanger, Director of Development; Karen Lawlor, Executive Administrator; Sheila Nielsen, Director of Information Technology; Linda Grotton, Director of Audit & Compliance; Cara Courchesne, Communications Coordinator; Jason Bullock, Information Technology Manager; Steven McDermott, Multi-Family Underwriter; Brenda Sylvester, Community Housing of Maine, Inc.; Joshua Tuller, Opportunity Alliance; and Gerrylynn Ricker, Paralegal and Note taker.

ADOPT AGENDA

Chair Lincoln Merrill added an Executive Session before adoption of the Agenda. *Commissioner Joseph made a motion seconded by Commissioner Usher to adopt the December 17, 2019 agenda with that addition. The vote carried unanimously.*

APPROVE MINUTES OF NOVEMBER 19, 2019 MEETING

Commissioner Joseph made a motion seconded by Commissioner Talarico to accept the November 19, 2019 minutes as written. The vote carried unanimously.

COMMUNICATIONS AND CONFLICTS

- Chair Merrill reported he had been contacted by Brian Sites of Volunteers of America Northern New England regarding properties we hold title to.
- Commissioner Davis received an e-mail regarding a tenant/landlord matter.

CHAIR OF THE BOARD UPDATES

None.

DIRECTOR UPDATES

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

- Director Brennan; Director of Communications and Planning, Denise Lord; and Senior

Supportive Housing Officer, Bill Olsen met with Mufalo Chitam, Executive Director of the Maine Immigrants' Rights Coalition and other leaders in Portland that are at the center of the immigrant and asylum seeker situation.

- Met with former MaineHousing Director, David Lakari.
- Met with the new Director of the Portland Housing Authority, Cheryl Sessions.
- Director Brennan, Deputy Director Peter Merrill, Director of Programs Lauren Bustard and Senior Director of Communications and Planning Denise Lord met offsite to do some brainstorming and planning, looking ahead to 2020.
- Meeting today with the Deputy Commissioner of DHHS to discuss recovery housing.
- Tomorrow there is a meeting with the DHHS Commissioner and other state leaders to discuss the possibility of doing heat pumps with TANF money.
- Director Brennan went over the various press articles that we have been in lately. We published the consumer survey "Perceptions of Housing in Maine" report.
- Attended NCSHA Executive Directors' meeting in Washington, D.C.
- Director Brennan discussed the Federal budget and the 4% tax credit program.
- The meeting of the issuers of the private activity bonds in Maine will be held tomorrow.
- January 6th there is a meeting with Commissioner of Department of Economic and Community Development Heather Johnson.
- January 7th there is a meeting with Commissioner of Corrections Randall Liberty to discuss housing issues involved with pre-release and opioid recovery homes.
- January 7th at the Freeport Hilton Garden Inn MaineHousing is holding a joint meeting with the Maine Affordable Housing Coalition. The meeting will be with architects, developers, and engineers to discuss multi-family construction costs. Director Brennan invited the Commissioners to attend.
- January 8th will attend the Maine Real Estate and Development Association event at the State House Hall of Flags.
- January 16th in Portland, the Maine Real Estate and Development Association is having their annual forecast meeting.
- January 17th will meet with the Maine Association of Public Housing Directors at their quarterly meeting in Waterville.
- With the start of the new legislation, we will be focusing on our State Low Income Housing Tax Credit bill.
- We have received five applications for the Governor's senior housing bond money.
- Director Brennan reported we have a full pipeline going into 2020. From 2013 to 2019 the average new units per year was 256. We're looking at 543 in 2020.
- Director Brennan discussed the Youth Homeless Development grant that we received and will be working on with New Beginnings. We will be hiring a Grant Manager.
- Single Family program projecting over 1,100 loans nearly \$153,000,000 for the year.
- Energy and Housing Services Department has made their first HEAP payment using the new computer system -- nearly \$5 million to over 7,000 homes.
- Director Brennan reminded the Commissioners to give their Conflict of Interest forms to Linda Grotton.

ELECT OFFICERS

State Treasurer Henry Beck made a motion seconded by Commissioner Talarico to elect Bonita Usher to be Vice-Chair of the Board. The vote carried unanimously. Commissioner Usher made a motion seconded by State Treasurer Henry Beck to keep Donna Talarico as Secretary of the Board. The vote carried unanimously.

2020 DOE WEATHERIZATION STATE PLAN PUBLIC HEARING

Counsel John Bobrowiecki welcomed the public for the hearing and explained the public hearing process. He introduced the Commissioners, Director of Energy and Housing Services, Daniel Drost, and Manager of Housing Services, Kyme Ferenc. Counsel Bobrowiecki reviewed the stakeholder process. There being no comments from the public, the hearing was adjourned.

PROPOSED 2020 BUDGET

Director of Finance Darren Brown reviewed minor changes to the 2020 preliminary budget presented at the November meeting.

Commissioner Gross made a motion seconded by State Treasurer Henry Beck to approve the 2020 budget as presented today. The vote carried unanimously.

APPROVAL OF MPP SERIES RESOLUTION

Treasurer Tom Cary requested approval of a Series Resolution dated December 17, 2019, which authorizes the issuance of up to \$400 million of Bonds and Notes in the Mortgage Purchase Program for a period of approximately 13 months.

State Treasurer Beck made a motion seconded by Commissioner Gross to approve the Series Resolution dated December 17, 2019. The vote carried unanimously.

INFORMATION TECHNOLOGIES UPDATE

Director of Information Technologies, Sheila Nielsen, gave a slide show presentation on her department. She introduced her staff; reviewed remaining 2019 goals; planned 2020 goals; security issues; risk assessment results; and Edison Drive preparations.

RECOVERY HOUSES

Senior Director of Communications and Planning Denise Lord introduced herself and Multi-Family Underwriter Steven McDermott. Denise explained that in January, we will be rolling out two recovery home initiatives. The first is Homeless Opioid Users Service Engagement (HOUSE) which is a pilot project to provide fifty opioid users, with rapid access to low-barrier treatment for substance use disorders and stable housing to support their recovery. DHHS will provide servicing funding and MaineHousing will provide housing assistance. The second is the Recovery Residences Pilot Program which will provide financial assistance for the housing and related costs of operating a recovery residence. This pilot will be funded by DHHS for one year with potential future funding. The program will serve ten residences with potential other residences dependent on available funding.

DEPARTMENT REPORTS

No comments

EXECUTIVE SESSION

Commissioner Joseph made a motion seconded by Commissioner Gross to enter into Executive Session in accordance with 1 M.R.S.A. §405(6)(E) related to consultations between an agency and its attorney concerning the legal rights and duties of the agency. Commissioners Talarico, Gross, Beck, Usher, and Joseph voted unanimously in favor of the motion. The Board of Commissioners entered into Executive Session at 10:28 a.m.

The Board of Commissioners came out of Executive Session at 11:10 and resumed the meeting.

ADJOURN

Commissioner Joseph made a motion seconded by Commissioner Talarico to adjourn the meeting. The meeting was adjourned at 11:10 a.m. by unanimous vote of the Board.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Donna Talarico", with a stylized, cursive script.

Donna Talarico, Secretary