



Minutes of the Board of Commissioners Meeting March 20, 2018

MEETING CONVENED

A regular meeting of the Board of Commissioners for MaineHousing convened on March 20, 2018 at the offices of MaineHousing, 353 Water Street, Augusta, Maine. A notice of the meeting was published on March 9, 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, Laurence Gross, Terry Hayes, James Whitten, Sheryl Gregory and Interim Director Peter Merrill in attendance. Commissioner Donna Talarico attended by telephone because she was traveling out of state. There were no other persons at her location. Commissioner John Gallagher attended by telephone due to an illness in the family. He too was alone at his location. There was a quorum present.

PUBLIC ATTENDANCE

Guests and staff present for all or part of the meeting include: Linda Uhl, Chief Counsel; Daniel Brennan, Senior Director of Programs; Daniel Drost, Director of Energy and Housing Services; Troy Fullmer, Manager of Housing and Compliance; Mark Wiesendanger, Director of Development; Tom Cary, Treasurer; Karen Lawlor, Executive Assistant; Jane Whitley, Director of Human Resources and Facilities; Linda Grotton, Manager of Audit and Compliance; Craig Reynolds, Director of Homeownership; Darren Brown, Director of Finance; Jason Dupuy, Director of Information Technology; Brenda Sylvester, Development Officer at Community Housing of Maine; Senator Catherine Breen; Representative Drew Gattine; Peter Anastos, outgoing Chair of the Board; and Gerrylynn Ricker, Paralegal and Note taker.

ADOPT AGENDA

Commissioner Gregory made a motion seconded by Commissioner Hayes to adopt the March 20, 2018 agenda. The vote carried unanimously.

JOHN G. GALLAGHER SWEARING IN

Because John Gallagher was unable to attend the meeting in person, Interim Director Merrill met him in Topsham and conducted his swearing in there.

RECOGNITION

Chair Merrill thanked outgoing Chair, Peter Anastos. Chair Merrill recognized Mr. Anastos' dedication and all the work he has done for MaineHousing. Chair Merrill then presented Mr. Anastos with a gift. Senator Catherine Breen who represents Yarmouth recognized Mr. Anastos for bringing his many skills from the private sector to the public sector. Commissioner Hayes also thanked Mr. Anastos for his service as Chair of the Board.

Representative Drew Gattine from Westbrook presented Commissioner Gallagher with a legislative sentiment honoring his forty year career, both here at MaineHousing and as Executive Director of Westbrook Housing Authority. Commissioner Gallagher thanked Mr. Gattine for his kind words.

APPROVE MINUTES OF FEBRUARY 20, 2018

Commissioner Gross made a motion seconded by Commissioner Davis to accept the February 20, 2018 minutes as written. The vote carried unanimously.

COMMUNICATIONS AND CONFLICTS

Commissioner Gross noted that Bessey Commons in Scarborough has applied for the 9% LIHTC/RLP Program. He wanted the Board to know that he works for Southern Maine Agency on Aging who offered support to Bessey Commons and that the project may have received some points for that.

CHAIR OF THE BOARD UPDATES

- Chair Merrill reported on his trip to the National Council on State Housing Authorities meeting in Washington, DC. It was a very interesting trip and Mr. Merrill learned a lot and wanted to thank Denise Lord and Peter Merrill. He appreciated being there and having the opportunity.
- Chair Merrill also reported that he participated in the architect review with the building committee and he got a chance to tour the new building.

INTERIM DIRECTOR UPDATES

- Interim Director Peter Merrill told the Board members that there is a building committee meeting immediately following this Board meeting and that Board members are welcome to attend. The discussion will be about the recommendations for an architect. The design team will also be making some suggestions regarding different buildings they have toured.
- The Washington, DC visits were very good. The budget looks like it will be okay. HUD Secretary Ben Carson gave a speech.
- The State Legislature is still in session. There are two issues still outstanding: additional money for the lead paint abatement is looking less likely; work on a state low income housing tax credit continues.
- Good news from HUD on Project Based Contract Administration. HUD recently withdrew its RFP in its entirety. HUD needs to go back and re-think the whole thing. MaineHousing will continue to administer the contract. The State of Maine is the lowest paid, or most efficient of the New England states.
- Craig Reynolds, Director of Homeownership, is about to roll out a new mobile home replacement program and Daniel Drost, Director of Energy and Housing, is rolling out a new and improved home repair program. Cindy Namer, Director of Homeless Initiatives, is working on the homeless youth grant.

MAINEHOUSING DIRECTOR

Chair Lincoln Merrill mentioned the appointment by the Governor of Dan Brennan to lead MaineHousing and be our next Director. Chair Merrill told the Board members that when approached, Dan Brennan said he was honored to be appointed but that Interim Director Peter Merrill should be considered. Interim Director Merrill has done a very good job both times he has served as Interim Director and Chair Merrill wanted to express his appreciation and gratitude to Interim Director Merrill.

HOME MORTGAGE PROGRAM RULE PUBLIC HEARING

Chief Counsel Linda Uhl conducted the Home Mortgage Program Rule public hearing. She introduced the Commissioners and staff representing MaineHousing. Notice of the hearing was sent to interested parties on February 28, 2018 and published on our website on February 21, 2018. It was published in newspapers statewide on February 28, 2018, and the comment period ends on Friday, March 30, 2018 at 5:00 PM. There were no members of the public present to provide testimony. The hearing was adjourned.

REPEAL FOUR RULES

Commissioner Gregory made a motion seconded by Commissioner Joseph to repeal the following four obsolete rules: Chapter 2, Chapter 13, Chapter 17, and Chapter 21. The vote carried unanimously.

MOBILE HOME REPLACEMENT PROGRAM

Chair Merrill asked Craig Reynolds, Director of Homeownership, to talk to the Board about the new mobile home replacement program. Craig explained that this is a re-opening of a program we had in 2013. The goal of the program is to offer the opportunity to people who own and occupy a pre-1976 mobile home to replace that older mobile home with a brand new energy star certified unit. This will be accomplished with a first home mortgage and a \$30,000 grant. This program calls for removal of the existing unit and installation of the new unit on the same site. The program was very successful in 2013. We replaced 62 homes with the last program and anticipate, with the current allocation of funds, we will be able to replace 48.

ADOPT DOE WEATHERIZATION STATE PLAN

Daniel Drost, Director of Energy and Housing Services and Troy Fullmer, Manager of Housing and Compliance went over the few changes that were made to the 2018 DOE Weatherization Assistance Program State Plan and the one comment received and MaineHousing's response to that comment. No other comments were received during the public comment period.

Commissioner Gross made a motion seconded by Commissioner Hayes to adopt the 2018 DOE Weatherization Assistance Program State Plan as presented to the Board on March 20, 2018. The vote carried unanimously.

HOME ENERGY ASSISTANCE PROGRAM (HEAP) UPDATE

Daniel Drost, Director of Energy and Housing Services, informed the Board that his department has begun the annual process of reviewing our Home Energy Assistance Program Rule, the FFY 2019 State Plan (grant application), and the Weatherization Waiver Request for approval to use 25% of the FFY 2018 grant award for weatherization and CHIP activities. Daniel included in the Board packet a key date summary.

ELECTION OF A VICE CHAIR

Chair Lincoln Merrill stated that since he is now Chair, a Vice Chair must be elected. The Vice Chair must conduct the meeting in the absence of the Chair, and serve as Chair of the Audit Committee. Mr. Merrill explained what the Audit Committee does. Commissioner Gregory suggested Commissioner Davis serve as Vice Chair. Commissioner Davis said he would be delighted to serve as Vice Chair.

Commissioner Gregory made a motion seconded by Commissioner Hayes to elect Commissioner Tom Davis as Vice Chair of the Board. The vote carried unanimously.

AUDIT COMMITTEE

Linda Grotton, Manager of Audit and Compliance, told Chair Merrill that she needs three members on the Audit Committee. Chair Merrill will continue to serve, newly elected Vice Chair, Tom Davis, will serve and a third volunteer was needed. Commissioner Gross volunteered.

Commissioner Gregory made a motion seconded by Commissioner Davis to appoint Commissioner Laurence Gross to serve on the Audit Committee. The vote carried unanimously.

QUALIFIED ALLOCATION PLAN UPDATE

Mark Wiesendanger, Director of Development, gave an update on the QAP. Chair Merrill complimented Mark on the way he conducts the various meetings with interested parties. Mark told the Board members that we received ten applications for the 9% LIHTC round. The applications have all been scored and the developers have been notified. Mark went through the winning projects with the Board members. There was discussion regarding rural communities. Part of the problem in

rural areas is that the cost of operations exceeds the rents that can be charged. HUD sets the rents. The Community Reinvestment Act was discussed. Mark hopes to have a draft QAP for the Board at the April meeting. MaineHousing has had meetings with our external partners. Some of the substantive changes to the program include how we look at opportunity areas, a more robust total development cost scoring, and scoring for proximity to healthcare and education and employment opportunities. Developers are seeing that telemed rooms are not working as intended. They are expensive and developers would like to use the room for other purposes. Some of our partners are looking for some sort of incentive in the QAP for energy efficiency. Mark proposes that we convene an energy efficiency working group to figure out how much projects costs (both construction and operating) can vary with certain improvements.

DEPARTMENT REPORTS

Commissioner Hayes commented on the Communications and Planning Unit memorandum.

ADJOURN

Commissioner Hayes made a motion seconded by Commissioner Gross to adjourn the meeting. The meeting was adjourned at 11:20 a.m. by a unanimous vote of the Board.

Respectfully submitted,



Donna Talarico, Secretary