

Housing Authority  
of the  
Town of Exeter  
277 Water Street  
Exeter, NH 03833-1719  
(603)778-8110 or (603)778-1479  
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M I N U T E S  
Board of Commissioners Meeting  
Thursday, August 11, 2011 – 1:00 p. m.  
Community Room, 277 Water Street  
Exeter, NH 03833

**1. Roll Call** - The roll call was taken. Present at the meeting were:

Acting Chair Person	Barbara Chapman
Commissioner	George St. Amour
Commissioner	Renee O’Barton
Executive Director	Vernon Sherman
Secretary	Claire Purple

Absent: Deputy Director                      Tony Teixeira

**2. Approval of the Minutes of June 23, 2011** – Commissioner St. Amour made a motion to approve these minutes, seconded by Commissioner O’Barton and the vote was 3 ayes, 0 nays.

**3. Approval of Front and Side Entrance Projects** – Mr. Sherman reported that bids were opened on Monday, August 8, 2011 at 10:00 a. m. Three contractors responded to our solicitation and they are as follows:

Morello Contruction Peterborough, NH	\$64,250.00
Reliance Construction Exeter, NH	\$97,200.00
Jamco Excavators S. Hampton, NH	\$99,975.00

We are recommending that the Board accept the bid submitted by Morello Construction based on their submitting the lowest, responsible bid. We checked Morello references and they were very good. We also spoke to them about using cement versus hot top which would increase the bid by \$5,000. We are requesting a vote accepting \$64,250 and no more than \$70,000 which would include cement.

It will take not more than a month for Morello to complete this work.

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Commissioner O'Barton made a motion to approve \$70,000 maximum on this project which would take care of the proposed cement work. Acting chair Person Chapman seconded the motion and the vote was 3 ayes 0 naves.

This work will begin one week from August 15.

**Item #4 – Maintenance Manager's Report** – Mr. Sherman reported on the following items:

**Unitil Grant to replace Thermostats in all Exeter Housing Authority Apartments.**

This project was completed last month and involved replacing approximately four hundred thermostats with more accurate digital thermostats which will result in energy savings to the residents. The grant totaled just over \$21,000.00.

**Sewer Line Break @ 277 Water Street**

The sewer line break that was detected under the building in early July has been repaired. The project took 8 days to complete and required relocation of 2 residents while the repairs were being made. The contractor did an outstanding job and the residents that had to be relocated were very understanding.

Commissioner O'Barton asked if Mr. Sherman would be able to tell how much money would be saved on heat bills after the winter. Mr. Sherman would have to get the approvals of the tenants but he said the main thing is people would be more comfortable.

**Item #4 – 10-Minute Audience Participation** – A tenant asked if they would have to move their cars. Mr. Sherman responded that every one will have to and we will tell you a week ahead of time. None of the cars will go off property.

**Item #6 – Executive Director Report** – After nine (9) months we are making \$13,100 and losing \$1,300. It will come out even next month.

We lost \$30,000 in our subsidy effective October, 2011 and are losing \$20,000 on our Section 8 HAP payments. The 2010/2011 budget just went in this week for approval. Our capital fund was \$153,000 but this year it was only \$130,000. We have no idea what we are losing on our subsidy.

Our next meeting is the first Thursday in September. We may cancel it if we have nothing else to report.

As there was no further business Acting Chair Person Chapman adjourned the meeting at 1:27 p. m.

Respectfully submitted,



Vernon R. Sherman  
Executive Director



Barbara Chapman  
Acting Chair Person