

**Housing Authority
of the
Town of Exeter
277 Water Street
Exeter, NH 03833-1719
(603)778-8110 or (603)778-1479
FAX: (603)772-6433**

**M I N U T E S
Board of Commissioners Special Meeting
Thursday, May 10, 2012 – 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
Deputy Director	Tony Teixeira
Secretary	Claire Purple

2. Approval of the Minutes of April 5, 2012 – Commissioner George St. Amour made a motion to approve these minutes, seconded by Commissioner Renee O'Barton and the vote was 3 ayes, 0 nays.

3. Maintenance Report – Mr. Teixeira reported that EHA will receive a \$15,000 grant from Unitil and EHA will contribute \$10,000 which will allow the housing authority to purchase 56 new refrigerators. Thirty six (36) refrigerators will be for Water Street and the other twenty (20) will replace the family refrigerators. The advertisement will run in the Exeter News Letter this Friday which will solicit sealed bids to be opened at our Board of Commissioners meeting on June 7 at 1:00 p. m. There will be another \$15,000 grant made available to us by Unitil at the end of the year. We will add \$10,000 which will enable us to purchase the balance of the refrigerators.

The laundry equipment will arrive next Thursday and memos have been sent to tenants advising them of the new machines and the importance of using the correct amount of laundry detergent. The installation of the equipment will start at Water Street, go to Portsmouth Avenue and then to Linden Fields. The Maintenance Department will do work at Linden Fields prior to the delivery. We will paint the walls and wax the floors.

The sewer project is still on hold. The town and Unitil are still discussing the dewatering issue and since the project is in limbo Mr. Teixeira called the town and asked to have the temporary construction fence removed. This has already been done.

4. 10-Minute Audience Participation – There was discussion regarding the great cookout held the previous day to celebrate and thank the PEA students who participated during the year at 277 Water Street helping with computers, performing musical performances, Community Service Day working on the landscape and the painting that was made by PEA students for the tenants at 277 Water Street.

Mr. Teixeira commented that the Community Service Day went very well this year. The PEA students did a very good job.

5. Executive Directors Report – Financial Report Mr. Sherman reported that we are on target after six (6) months (10/1/2011 through 3/31/2012).

Section Eight – Section Eight is showing a loss of \$37,212 through the first six (6) months. This figure will come down to maybe \$4-5,000 by the end of the year. Both projects are in good shape.

There are currently no vacancies in Public Housing.

Acting Chair Person Chapman and Mr. Teixeira will set a date for the next Maintenance Committee meeting.

Mr. Teixeira commented that the job posting for a Maintenance Supervisor will be in the News Letter on Friday and also Sunday's edition and we are expecting to get a good amount of resumes. We are looking at mid-June as a start time.

As there was no further business Acting Chair Person Chapman adjourned the meeting at 1:25 p. m.

Respectfully submitted,



Vernon R. Sherman
Executive Director



Barbara Chapman
Acting Chair Person