

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

**M I N U T E S
Board of Commissioners
Friday, June 2, 2017 3:15 PM
Community Room, 277 Water Street
Exeter, NH 03833**

Item #1. Roll Call – The roll call was taken. Present at the meeting were:

| | |
|------------------------|--------------------|
| Chair Person | Renee O'Barton |
| Co Vice-Chair Person | Vernon Sherman |
| Commissioner | Margaret Matick |
| Commissioner | Pam Gjettum |
| Executive Director | Tony Teixeira |
| Section 8 Manager | Margaret Dooling |
| Public Housing Manager | Jill Birch |
| Maintenance Supervisor | C.J. Harding-Smith |

Absent:

| | |
|----------------------|------------|
| Co Vice-Chair Person | Boyd Allen |
|----------------------|------------|

Item #2. Approval of the Minutes of the May 5, 2017 Meeting

Commissioner Gjettum made a motion to approve the minutes, seconded by Co Vice-Chair Person Sherman and the minutes were approved with a vote of 4 ayes and 0 nays.

Item #3. Maintenance Supervisors Report

Maintenance Supervisor Harding-Smith reported that multiple projects are in the works on all properties to begin this busy summer. Water Street recently had an air conditioner condenser relocated that is situated behind the community room in a more secure location and had new lines installed which will provide longevity and proper functionality.

Maintenance Supervisor Harding-Smith also noted the current work in progress at Water Street is the L.E.D lighting retrofit upgrades to all common areas. Design work for the automatic door entry systems are being implemented for replacement. The lobby will undergo a renovation including new carpet and paint of which the colors are yet to be determined. The Water Street garden was tilled and is being used by our tenants.

Maintenance Supervisor Harding-Smith explained that other construction projects included are the conversion from electric to forced hot water boiler system at Portsmouth

Avenue with work beginning this week and roofing replacement projects at Linden Fields and Auburn Street set to begin the week of July 4th in preparation for the installation of solar panels (P.V.) the third week of July.

Commissioner Gjettum noted that the new lighting in the community room looked great. Co Vice-Chair Person Sherman asked where the condenser was relocated to and if the heat conversion at Portsmouth Avenue was to oil or gas. Maintenance Supervisor Harding-Smith stated that the condenser was relocated just outside the community room and that the Portsmouth Avenue property would be converting to gas.

Item #4. Section Eight Managers Report

Section Eight Manager Dooling reported the following figures and noted that the program is like a revolving door and she is leasing as quickly as possible. She also noted that the new briefing packet has been completed.

May Unit Totals and Figures:

| | | | |
|-------|-----------|-----------|-------------------------|
| May: | 169 Units | \$101,064 | Hap (excluding Port In) |
| | 2 Ports | 99 | Utility Reimbursement |
| Total | 167 Units | \$101,163 | Total HAP |

Item #5. Ten Minute Audience Participation

A 277 Water Street Resident inquired if the "NO PARKING" signs placed at the entrances during events could be set out every weekend as most weekends include some sort of activity on the parkway. Maintenance Supervisor Harding-Smith noted that he would set them out on Thursdays for the summer and would contact the Exeter Police to see if they would indeed tow violators.

Another resident inquired what the Photovoltaic was to which Public Housing Manger Birch noted were solar panels. Executive Director Teixeira noted that the panels at the Auburn Street property would be able to supply enough electricity for the entire building. A Water Street resident asked if there was a backup method in case there was no sun and Executive Director Teixeira noted that would still be on the electric grid. Maintenance Supervisor Harding-Smith noted that they would be able to monitor the usage. Another Water Street resident inquired about a start date for the sewer project and Executive Director Teixeira stated that spring 2018 is now the expected time frame. The resident noted that the ground breaking for the first contract of the project is expected next week.

Item #6. Executive Directors Report

Financial Report:

Executive Director Teixeira reported that both programs continue to look good through seven months. We are expecting to see a reduction in our operating subsidy which is the result of the \$100 million dollar cut to the Public Housing Operating Fund. He explained that he was waiting to hear back from our fee accountant on how much of an impact this will have.

Executive Director Teixeira also noted that the Trump administration released its fiscal year (FY) 2018 budget request which includes severe cuts to housing and community

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development programs. The budget proposes to eliminate the Community Development Block Grant program (CDBG), reduce funding for Housing Choice Vouchers by \$974 million, Public Housing Capital Fund by \$1.3 billion and the Public Housing Operating Fund by \$500 million. He explained that it is early in the budget process but considering the starting point of the proposed cuts that there is good reason to be concerned. Co Vice-Chair Person Sherman noted that this is the starting figures and Commissioner Gjetum noted it would likely result in a government shutdown.

Coffee with a Cop:

Executive Director Teixeira reported that the Exeter Housing Authority will be hosting a coffee with a cop get together on Friday June 30th beginning at 8:00am. This is a fairly new event that provides an opportunity for local law enforcement and community members to get together to discuss community issues, ask questions, and build relationships. Coffee will be provided by the Exeter Police Department. Chair Person O'Barton inquired if the program was open to the public and Executive Director Teixeira noted that it was for residents.

Pump Station/Forced Sewer Main Upgrades:

Executive Director Teixeira reiterated that due to planned summer and fall events at Swasey Parkway that the projects expected start date is now spring of 2018. A Water Street resident inquired if events next year would be relocated and Chair Person O'Barton explained that yes, other venues would likely have to be found to house the events.

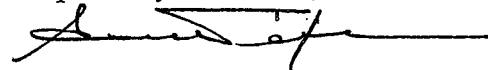
Cook-out:

Executive Director Teixeira reported that the first of two cook-outs would be held on Friday June 23rd at 12:00pm and that the Board was invited to attend as well.

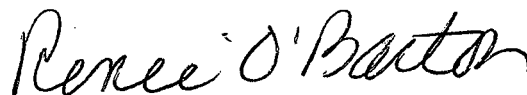
Executive Director Teixeira requested that the Board meet in July and not in the month of August this summer. The Board was in favor of the request.

Chair Person O'Barton adjourned meeting at 3:40 P.M.

Respectfully Submitted,



Antonio Teixeira
Executive Director



Renee O'Barton
Chair Person