

Board Resolution of the Exeter Housing Authority to Approve the Five-Year PHA Agency Plan FY2020

The following resolution was introduced by Co-Vice Chair Person Allen on September 6, 2019 and read in full and considered:

RESOLUTION NUMBER 09-1-2019

Resolved:

Be it resolved by the Board of Commissioners to approve the Five -Year Agency Plan FY 2020

AYES

NAYS

Pamala Gjettum Commissioner

Margaret Matick Resident Commissioner

Vernon Sherman Co-Vice Chair Person

Boyd Allen Co-Vice Chair Person

Item #4. Approval of 5-Year Action Plan (Board resolution)

Executive Director Teixeira reported that the 5-Year Action Plan has been finalized with a few additional projects being added after meeting with the Resident Advisory Committee and further planning. He explained that the plan identifies projects the EHA plans to undertake over the next five years utilizing capital grant funds. For budgeting purposes, the amount received in 2019 was used which was \$216,000. This amount will likely vary over the next five years which may have an impact on how much of the work is completed. Executive Director highlighted the following items which residents would be happy to hear.

- Stoves would be replaced in 2020
- Gazebo Furniture replacement
- Internet access for all apartments
- Window shades
- Greenhouse repair/replacement
- Removal of popcorn from ceilings
- Flooring in the laundry rooms
- Elevator replacement

- New toilets
- Walkway to the flower garden

A Water Street resident inquired if the toilets could be a raised style and Executive Director Teixeira stated that they could be. Another Water Street resident inquired if the internet access would allow them to get rid of that bill and Executive Director Teixeira noted that it would alleviate that bill for residents.

Co Vice-Chair Person Allen read the following resolution and the 5-Year Action Plan was approved with a vote of 4 ayes and 0 nays.

HUD-9014

(11-68)

**Board Resolution of the Exeter Housing Authority to Approve
the Five-Year PHA Action Plan FY2020**

The following resolution was introduced by Co-Vice Chair Person Allen on September 6, 2019
and read in full and considered:

RESOLUTION NUMBER 09-2-2019

Resolved:

Be it resolved by the Board of Commissioners to approve the Five -Year Action Plan FY 2020

AYES

NAYS

Pamala Gjettum Commissioner

Margaret Matick Resident Commissioner

Vernon Sherman Co-Vice Chair Person

Boyd Allen Co-Vice Chair Person

Item #5. Approval of Operating Budget FY2020 (Board resolution)

Executive Director Teixeira presented the FY2020 operating budget. Aside from a few line items the overall budget looks like the FY2019 budget. Executive Director Teixeira noted that revenue is projected to see an increase of over last year's budget by about \$40,000, most of which is rental income. He explained that expenditures are also expected to go up by about \$22,000 with the following line items seeing an increase; water and sewer, employee benefits, and legal expenses.

00401

Co Vice-Chair Person Allen read the following resolution and the Operating Budget FY 2020 was approved with a vote of 4 ayes and 0 nays.

HUD-9014

(11-68)

Board Resolution of the Exeter Housing Authority to Approve the Operating Budget for FY2020

The following resolution was introduced by Co-Vice Chair Person Allen on September 6, 2019 and read in full and considered:

RESOLUTION NUMBER 09-3-2019

Resolved:

Be it resolved by the Board of Commissioners to approve the Operating Budget for FY 2020

AYES

NAYS

Pamala Gjettum Commissioner

Margaret Matick Resident Commissioner

Vernon Sherman Co-Vice Chair Person

Boyd Allen Co-Vice Chair Person

Item #6. Streamline Voluntary Conversion (SVC)

Executive Director Teixeira reported that he and Commissioner Sherman attended a training session at the HUD Boston field office last month that focused on repositioning options that are currently available to PHAs. The EHA's focus was on the SVC as it would provide the most additional subsidy and the conversion process is far less cumbersome. The training was informative however, more time was focused on the Rental Assistance Demonstration (RAD) option which was disappointing. The EHA did learn that reserves may be spent on capital improvements prior to conversion, which is huge. He noted that it was somewhat surprising to learn that no SVCs have been processed by HUD which supports the EHA's approach to remain on the sidelines and learn from PHAs that take the plunge.

Commissioner Gjetum agreed that the EHA should take a slow approach and noted that things could change with the upcoming election. Co Vice-Chair Person Allen agreed and Co Vice-Chair Person Sherman noted that they really did not get answers to many questions at the training.

Item #7. Maintenance Supervisors Report

Maintenance Supervisor C. J. Harding-Smith reported that September is packed full of projects. Currently Maintenance is installing the original flower garden vinyl fencing around the transformer and generator to beautify the area. The color will change from white to the exterior beige trim color of the building to better match the color array of the property. On September 13th there are two move-ins scheduled at Water Street. First is unit 307 which will only receive new paint and will be a transfer from 217. The second is unit 328 which will receive new paint and carpet. Shortly thereafter unit 217 (a two-bedroom) will be leased October 1st and will receive new paint.

Maintenance Supervisor C. J. Harding-Smith explained that on September 16th unit 16 Auburn Street will have a new tub and surround installed which completes 2 of 3 units on this property for new tub/shower surrounds.

Maintenance Supervisor C. J. Harding-Smith reported that the installation of the LED lighting unit upgrade project at Water Street would begin within the next 2 weeks. We will notify tenants accordingly as to the finalized start date.

Maintenance Supervisor C. J. Harding-Smith stated that this month hosts the NERAHMS 30th Annual Conference and Trade Show the week of September 23rd and will be held at the North Conway Red Jacket Resort and indoor water park. It is a 3 ½ day event that Maintenance Supervisor C. J. Harding-Smith will be attending as a representative of Exeter Housing Authority and current NERAHMS board member.

Item #8. Housing Choice Voucher Managers Report

Housing Choice Voucher Manager Dooling reported the following numbers and noted that the program is now over leased by 2. Executive Director Teixeira noted that they are still underbudget with the dollar figure.

August Unit Totals and Figures:

August Totals as of 1 st of the Month	169 Units	\$108,158
Middle of the month lease	1	
End of the month	170 Units	\$108,584

Housing Choice Voucher Manager Dooling reported that the FMR's have come in higher this year which is great news. Co Vice-Chair Person Allen asked her to explain what this meant and Housing Choice Voucher Manager Dooling explained that each bedroom size has a rent that the EHA can allow landlords to charge and that the EHA can go to 110% of that rate. Co Vice-Chair Person Sherman noted that going to 110% makes it difficult to stay in budget and Housing Choice Voucher Manager Dooling explained that they would not go to 110% for all the bedroom sizes.

Executive Director Teixeira commented that this is great news for people coming on the program and for current voucher holders and landlords. He noted that last year was very

difficult for incoming voucher holders and that we were fortunate that current voucher holders were protected for one year.

Item #9 Ten Minute Audience Participation

A Water Street resident inquired if new screens for the gazebo could be part of the plan. Executive Director Teixeira noted that screens could be something covered under the general fund. Another resident asked if arrows could be painted for the entrance and exit as there seems to be some confusion and presents a dangerous situation. Executive Director Teixeira responded that it could be done. Another Water Street resident mentioned a window screen repair that was needed in the third-floor laundry room. A resident also commented how nice the carpets looked following the cleaning the day prior. Maintenance Supervisor C. J. Harding-Smith noted that the upholstery and office cleaning would be completed next week.

Co Vice-Chair Person Allen mentioned that he ran into Tim Graham of Graham Tire and thanked him for his contribution to the YMCA membership for Water Street residents. He noted that Tim was happy to hear that residents were taking advantage of it and utilizing the membership.

Item #10. Executive Directors Report

Financial Report:

Executive Director Teixeira reported that both programs look great through 10 months and are expected to yield a surplus.

Employee Performance Evaluations:

Executive Director Teixeira explained that during the month of September EHA Employees will be evaluated on their performance over the past 12 months. The expectation is to have them completed in time for review at the October meeting.

Coffee with a Cop:

Executive Director Teixeira was happy to announce that members of the Exeter Police Department would be here on Wednesday September 18, to spent time with residents over a cup of coffee. This is a great opportunity for residents to meet the folks who protect us and ask questions in a relaxed setting. The event is scheduled to kick off at 9:00am.

Flu Clinic:

Executive Director Teixeira announced that the annual flu clinic will be held in the community on Friday September 20th, from 9:00am to 11:00am. The sign-up sheet can be found on the bulletin next to the mailboxes.

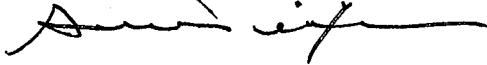
Maintenance Supervisor C. J. Harding-Smith took a few moments to announce that the Exeter Housing Authority would be a recipient of the Exeter Area Garden Club Beautification Award for their commercial category. He noted that the Exeter Area Garden Club would be holding a presentation on October 17th at the Stratham Community Center. He noted that both Margaret Niland (Vegetable Garden), Sally McRae (Flower Garden), Matt Berube (Public Works) and himself would be presented

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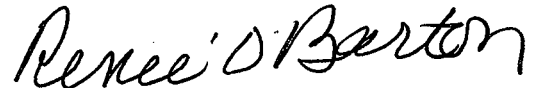
with a framed award certificate along with a sign and poster to be placed on the property. Both Margaret and Sally will also receive a free membership to the Exeter Area Garden Club for the next year.

Commissioner Gjetum made a motion to adjourn the meeting, seconded by Commissioner Matick and Co Vice-Chair Person Allen adjourned the meeting at 4:07 P.M.

Respectfully Submitted,



Antonio Teixeira
Executive Director



Renee O'Barton
Chair Person