

00783

**Exeter Housing Authority
Board of Commissioners Meeting
October 2, 2015
3:15 PM
Community Room
277 Water Street
Exeter, NH 03833**

Agenda

1. Roll Call
2. Approval of Minutes of the September 3, 2015 Meeting
3. Board Approval to Enter Into a Membership Agreement with HealthTrust for Group Medical Coverage (Board Resolution)
4. Board Approval to Enter into a Combination of Members Agreement with HealthTrust for Rating Purposes (Board Resolution)
5. Maintenance Supervisors Report
6. Section Eight Managers Report
7. Ten Minute Audience Participation
8. Executive Directors Report
9. Adjournment
10. Non-Public Session per NH RSA91-A:II (a)

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Housing Authority
Of the
Town of Exeter
277 Water Street
Exeter, NH 03833
(603)778-8110
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M I N U T E S
Board of Commissioners
Friday, October 2, 2015 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	Barbara Chapman
Vice Chair Person	Renee O'Barton
Commissioner	Vern Sherman
Commissioner	Boyd Allen
Commissioner	Pam Gjettum
Executive Director	Tony Teixeira
Public Housing Manager	Jill Birch

Absent:

Maintenance Supervisor	Dustin Marzinzik
Section 8 Manager	Margaret Dooling

Item #2. Approval of the Minutes of September 3, 2015 Meeting

Public Housing Manager Birch noted six corrections in the draft of the minutes of the September 3rd meeting. Commissioner Sherman made a motion to accept these minutes as revised, seconded by Commissioner Gjettum and the vote was 3 ayes and 0 nays. Chair Person Chapman and Commissioner Allen abstained from the vote as they were not present at the September meeting.

Item #3. Board Approval to Enter Into a Membership Agreement with HealthTrust for Group Medical Coverage (Board Resolution)

Executive Director Teixeira explained that HealthTrust has requested we provide a Board Resolution which states that the Exeter Housing Authority will participate as a member in the HealthTrust pooled risk management program for group medical coverage.

Chair Person Chapman read the following resolution and the resolution was approved with a vote of 5 ayes and 0 nays:

Board Resolution of the Exeter Housing Authority to Enter into a Membership Agreement with HealthTrust.

The following resolution was introduced by Chair Person Chapman on October 2, 2015 and read in full and considered:

RESOLUTION NUMBER 10-2015-01

RESOLVED:

That the Exeter Housing Authority shall participate as a Member in the HealthTrust pooled risk management program for the provisions of group medical and/or other benefits in accordance with the Application and Membership Agreement and NH RSA 5-B.

AYES

NAYS

Barbara Chapman, Chair Person

Renee O'Barton, Vice Chair Person

Vernon Sherman, Commissioner

Boyd Allen, Commissioner

Pam Gjettum, Commissioner

Chair Person Chapman thereupon declared said motion carried and said resolution was approved on October 2, 2015.

Item #4. Board Approval to Enter into a Combination of Members Agreement with HealthTrust for Rating Purposes (Board Resolution)

Executive Director Teixeira reported that HealthTrust has also requested that we provide a Board Resolution which states that the Exeter Housing Authority will participate in the combined rating arrangement for medical coverage offered by HealthTrust to the Exeter Housing Authority, the Town of Exeter, and other combining HealthTrust Members. Commissioner Sherman asked if the cancellation policy remained the same where we would be required to give 12 months' notice which Executive Director Teixeira noted it would be.

Chair Person Chapman read the following resolution and the resolution was approved with a vote of 5 ayes and 0 nays:

HUD-9014

(11-68)

Board Resolution of the Exeter Housing Authority to Enter into an Agreement with HealthTrust Regarding Combination of Members for Rating Purposes.

The following resolution was introduced by Chair Person Chapman on October 2, 2015 and read in full and considered:

RESOLUTION NUMBER 10-2015-01

RESOLVED:

That the Exeter Housing Authority shall participate in the combined rating arrangement for medical coverage offered by HealthTrust to the Exeter Housing Authority and the Town of Exeter. Further, that the Agreement Regarding Combination of Members for rating purposes between the Exeter Housing Authority, HealthTrust and the other combining HealthTrust Members.

AYES

NAYS

Barbara Chapman, Chair Person

Renee O'Barton, Vice Chair Person

Vernon Sherman, Commissioner

Boyd Allen, Commissioner

Pam Gjettum, Commissioner

Chair Person Chapman thereupon declared said motion carried and said resolution was approved on October 2, 2015.

Item #5. Maintenance Supervisors Report

Public Housing Manager Birch reported on behalf of Maintenance Supervisor Marzinzik that the Maintenance Department was able to complete unit 319 earlier than anticipated and the unit was leased on September 25th rather than the anticipated date of October 1st. A two bedroom Unit at 7 Linden Fields was scheduled to be leased on October 1st however, the lease date has been pushed to an anticipated October 9th lease date. Unit 222 at Water Street is scheduled to be leased on November 1st and has provided the opportunity to replace one of the remaining older kitchens while vacant.

Public Housing Manager Birch noted that a new garage door is scheduled to be installed at Water Street on Thursday, October 8th.

Public Housing Manager Birch explained that the new furnace is scheduled to be delivered on Friday, October 2nd and work will begin next week with the installation of the unit.

Item #6. Section Eight Managers Report

Executive Director Teixeira reported the following figures on behalf of Section 8 Manager Dooling.

September Unit Totals and Figures:

September	174 Units	\$102,911 Hap (excluding Port In)
	6 Port in	343 Utility Reimbursement
Total	168 Units	\$103,254 Total HAP

Executive Director Teixeira reported that we will be on target for a good calendar year end. We should utilize approximately 99% of our budget as discussed last month. We are looking to be on target to spend approximately \$1,213,000 out of a \$1,221,900, as well as utilizing approximately 2,021 out of 2,028 units.

Item #7. Ten Minute Audience Participation

The Audience Participation portion was held prior to Item #3 while Public Housing Manager copied the HealthTrust documents for the commissioner's review.

Executive Director Teixeira noted that the flu clinic would be held here next week on October 7th.

277 Water Street resident Susan Raycraft inquired when the carpeting in the common areas would be replaced as there are some badly stained areas in the hallways. Executive Director Teixeira noted that he would look into that.

A member of the audience asked if we would be hiring additional maintenance staff and Executive Director Teixeira stated that we would not at this time. A 277 Water Street resident commented on the fine job done last winter with snow removal by the maintenance staff.

277 Water Street resident Mary Dupre asked when the next Maintenance Committee Meeting would be scheduled. Public Housing Manager Birch responded that it was anticipated to be on October 9th however with Maintenance Supervisor Marzinzik out we would schedule at a later date.

Item #8. Executive Directors Report
Financial Report

Executive Director Teixeira noted that both programs look great through eleven months. Howard Gordon will be here later this month to close out FY 2015. We expect to have yearend figures available at the November Board meeting. Commissioner Sherman asked where the figures were ending up and Executive Director Teixeira stated that Public Housing was at 46k in the black and Section 8 at 19k in the black. Vice Chair Person O'Barton asked if the snow removal budget had been increased after last year and Executive Director Teixeira explained that it has remained the same at \$5000.

Healthcare Summit

Executive Director Teixeira noted that he and Public Housing Manager Birch attended a healthcare summit earlier this week that was sponsored by HealthTrust. The program featured several well informed keynote speakers who talked about the future of healthcare coverage in New Hampshire and why we need to start planning for the looming Cadillac Tax which is scheduled to take effect in 2018. The Cadillac Tax is a 40% excise tax which would be levied on employer sponsored health coverage plans that

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exceed predetermined threshold amounts. The current thresholds are \$27,500 for a family plan and \$10,200 for individual coverage. These are the amounts we are being asked to use for planning purposes however these could change in 2018. Executive Director Teixeira explained that he will be meeting with the health plan advisor next week to explore plan options and try to get a sense of what the premium rates will look like for 2016.

Commissioner Sherman commented that many companies will try to sustain their healthcare premiums under the thresholds. Executive Director Teixeira noted that last year we saw a decrease in our premiums which may be in anticipation of this upcoming tax.

Executive Director Teixeira noted that the Non-Public Session scheduled on the agenda would not take place today as Maintenance Employee Evaluations have not been completed.

Commissioner Allen inquired about the Tri-State conference last month and Commissioner Sherman reported that it was a beneficial conference. He had attended sessions on the RAD programs which he did not recommend for us as they seem very difficult to sustain. He did note that he thought the Tax Credit option was a great one.

Vice Chair Person O'Barton inquired when the next meeting would be held and it was decided that the next meeting would be Friday, November 6, 2015 at 3:15 PM.

Chair Person Chapman made a motion to adjourn the meeting, seconded by Commissioner Sherman. The meeting adjourned at 3:50 P.M.

Respectfully Submitted,



Antonio Teixeira
Executive Director



Barbara Chapman
Chair Person

**Exeter Housing Authority
Board of Commissioners Meeting
November 6, 2015
3:15 PM
Community Room
277 Water Street
Exeter, NH 03833**

Agenda

1. Roll Call
2. Approval of Minutes of the October 2, 2015 Meeting
3. Year End Figures FY2015
4. Electronic Devices and Distracted Driver Safety Policy (Board Resolution)
5. LIHTC Project Update
6. Community Development Block Grant (CDBG)
7. Maintenance Supervisors Report
8. Section Eight Managers Report
9. Ten Minute Audience Participation
10. Executive Directors Report
11. Non-Public Session per NH RSA91-A:II (a)
12. Adjournment