

**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 Meeting
Thursday, November 10, 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
Deputy Director	Tony Teixeira
Acting Secretary	Jill Birch
Absent: Secretary	Claire Purple

2. Approval of the Minutes of September 29, 2011 – 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 Manager's Report (Deputy Director's Report)
Status report on Renovation to Entryways @ 277 Water Street**

The project is nearly complete. All that remains to be done is the overhang at the front entrance. This is an add on to the project and will take about a week to complete. The contractor has a prior obligation to another project and is shooting to start this last portion of the contract sometime after Thanksgiving.

Tony advised the Board that this add on fell short of the \$10,000 approved by the Board of Commissioners last month and is requesting an additional \$3,000 to complete the project. Vernon Sherman explained that the \$3,000 would be taken from the camera project and that they have reviewed the costs and even offered materials and labor to help reduce costs with the contractor.

Commissioner Renee O'Barton made a motion to approve the additional \$3,000 to the Entryway Project, seconded by George St. Amour. Barbara Chapman also approved and the vote was 3 ayes, 0 nays.

Status report on Sewer Interceptor Improvements (Town Project)

On November 2, 2011 Vern and Tony attended the project meeting that was held at the Public Works Facility.

They learned that the contractor is still waiting on materials for the project and that dewatering of the site is yet to be resolved.

00530

With winter coming Vern and Tony are concerned about the safety of our tenants and would like to see the project begin in the spring.

Disposition of the 1997 Ford F-250:

We advertised the sale of the truck in the Sunday paper and received three bids. They are as follows:

Buddy's Autobody Madbury NH	\$1751.50
David Grey Statham, NH	\$1526.00
Tri-State Auto Brokers Exeter, NH	\$1963.00

Tony suggested that all bids be rejected and the truck be put back out to bid to obtain a price closer to the blue book value of approximately \$6,000 which Commissioner George St. Amour had inquired about. Tony felt if put out to bid closer to snow season the truck may be more desirable as it includes a snow plow. Commissioner Renee O'Barton would like to see the bid go out with a minimum bid.

Commissioner George St. Amour made a motion to reject all bids and put the truck back out to bid seconded by Commissioner Renee O'Barton. Barbara Chapman also approved and the vote was 3 ayes, 0 nays.

4. Review of fiscal year 2010/2011 and Resolution

Vernon Sherman commented that we did suffer a loss of \$12,721 in Public Housing and \$6,286 in Section 8. The loss in Public Housing was the partial result of an increase in the water bill, an eviction and staff training. The Section 8 loss was due to the administration fees being lowered.

Overall Vern felt it was not a bad year considering that the finalization of the budget did not take place until June. Vern also commented that next year looks better with a larger subsidy.

Vernon asked that the outstanding debt which was the result of evictions be written off.

**HUD-9014
(11-68)**

The following resolution was introduced by Barbara Chapman at the Board of Commissioners Meeting on November 10, 2011

Resolution to Write off \$3,964.00 Bad debt dating 7/31/2009 to 6/30/2010

Therefore, it is resolved by the Board of Commissioners of the Exeter Housing Authority that this Resolution is hereby adopted and approved at this meeting.

Commissioner George St. Amour moved that the foregoing Resolution be adopted as introduced, which motion was seconded by Commissioner Renee O'Barton and upon roll call the "Ayes" and "Nays" were as follows:

AYES

NAYS

Commissioner George St. Amour
Commissioner Renee O'Barton
Acting Chair Person Barbara Chapman

0

The Chairman thereupon declared said motion carried and said resolution adopted.

5. Approve 2011 SEMAP Resolution

HUD-9014
(11-68)

The following resolution was introduced by Barbara Chapman at the Board of Commissioners Meeting on November 10, 2011

Resolution to Approve the SEMAP Certification for 2010-2011

Commissioner George St. Amour moved that the foregoing Resolution be adopted as introduced, which motion was seconded by Commissioner Renee O'Barton and upon roll call the "Ayes" and "Nays" were as follows:

AYES

NAYS

Commissioner George St. Amour
Commissioner Renee O'Barton
Acting Chair Person Barbara Chapman

0

Therefore, it is resolved by the Board of Commissioners of the Exeter Housing Authority that this Resolution is hereby adopted and approved at this meeting.

The Chairman thereupon declared said motion carried and said resolution adopted.

6. Approve Payment Standards Resolution

Vernon Sherman pointed out that the payment standards percentage was reduced from last year and should enable the program to keep the same number of vouchers.

HUD-9014
(11-68)

The following resolution was introduced by Barbara Chapman at the Board of Commissioners Meeting on November 10, 2011

Resolution to Approve Section 8 Payment Standards for Fiscal Year 2011/2012

00572
PS
%

741
102%

909
106%

1091
102%

1440
102%

1624
102%

Commissioner George St. Amour moved that the foregoing Resolution be adopted as introduced, which motion was seconded by Commissioner Renee O'Barton and upon roll call the "Ayes" and "Nays" were as follows:

AYES

Commissioner George St. Amour
Commissioner Renee O'Barton
Acting Chair Person Barbara Chapman

NAYS

0

Therefore, it is resolved by the Board of Commissioners of the Exeter Housing Authority that this Resolution is hereby adopted and approved at this meeting.

The Chairman thereupon declared said motion carried and said resolution adopted.

7. Ten-Minute Audience Participation

A tenant inquired about the sewer project if it was the Town's sewer pipes or ours and Vern responded that both were involved. She also inquired how the Exeter Housing was funded. Vern explained through rents, administration fees, capital fund and federal subsidy.

A tenant announced that the Swasey Parkway is 80 years old today!

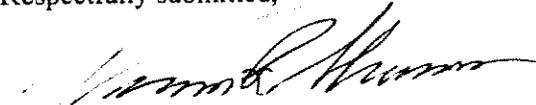
A tenant inquired if it would be possible to have washing machines that can run smaller loads. Tony said that he would look into it as well as the energy efficient front loaders.

8. Executive Director's Report – Mr. Sherman reported that he was happy with the way things have gone with the entryway projects and commended the work of Morello Construction, our Engineer and Tony. He expressed his concern again over the town sewer project and again indicated that for the safety of our tenants it would be better if the project began in the spring.

There will not be a Commissioners meeting during the month of December.

As there was no further business Acting Chair Person Chapman adjourned the meeting at 1:40 p. m.

Respectfully submitted,


Vernon R. Sherman
Executive Director


Barbara Chapman
Acting Chair Person