

Housing Authority
of the
Town of Exeter
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M I N U T E S
Board of Commissioners
Thursday, March 7, 2013 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	Renee O'Barton
Commissioner	Boyd Allen
Executive Director	Tony Teixeira
Maintenance Supervisor	Dustin Marzinzik
Section 8 Manager	Margaret Dooling
Secretary	Claire Purple
Absent: Commissioner	George St. Amour
Commissioner	George Bragg

2. Approval of Minutes of February 7, 2013/June 7, 2012 Meetings – Commissioner Allen made a motion to approve the minutes of February 7, 2013 seconded by Commissioner O'Barton and the vote was 3 ayes 0 nays.

3. Old Business

a. Limited Access/Barring Policy

Mr. Teixeira reported that it has been forty-five (45) days since this Policy has been posted on the town web site and at our properties and as of this writing we have not received any comments from the public on the proposed Policy. Mr. Teixeira proposed that if there are no comments that we adopt this Policy at our April meeting. The Board voted 3 ayes 0 nays to finalize this Policy at our April meeting.

b. Proposed Change in Inspection Protocol (HVC) Program

Background: Mr. Teixeira gave the following background on this Program.

The proposed change came about when multiple incidents of poor living conditions were found in HCV units. Senator Susan Collins (R-Me.), Ranking Member of the Senate Appropriations Subcommittee on Transportation, Housing and Urban Development, and Related Agencies, included language in the FY 2013 appropriations bill directing HUD to take meaningful and timely action to strengthen oversight and quality control on PHA performance in HCV unit inspections.

In late August of last year HUD REAC completed a pilot in which approximately 600 HCV units at 32 PHAs across the country were inspected using a "modified" UPCS protocol (I have not been able to find the results). The intent was to gather information to further refine protocols and scoring methodologies for future testing. HUD REAC is planning a second pilot sometime in 2013, to include 10,000 additional voucher assisted units around the country. These inspections would be completed by REAC contractors using "modified" UPCS within 30 days of the unit passing a PHA conducted HQS inspection.

The National Association of Housing and Redevelopment Officials (NAHRO), a strong advocate for Public Housing Agencies has formed a committee and will be following this potential change very closely. We will do the same and share the results of the pilot when it becomes available.

Commissioner Allen stated that he would like to look at the data before we write a letter stating our feelings on this change in inspection protocol and Acting Chair Person Chapman and Commissioner O'Barton thought this was a good idea.

c. Update on Sequestration

Mr. Teixeira commented that sequestration has come to fruition and this will result in a 5.1% reduction in our overall budget for the remainder of fiscal year 2013. What we don't know at this time is what the funding appropriation levels will be set at for the remainder of fiscal year 2013. This will be determined by Congress and the President over the next few weeks with the continuing resolution set to expire on March 27, 2013.

The National Association of Housing and Redevelopment Officials (NAHRO) has offered two (2) appropriation scenarios, one of which is likely to occur. We have plugged in these scenarios into the funding we received in FY 2012 to determine the impact for each program. Board members were given funding scenarios for the remainder of fiscal year 2013. This will be determined in the next few weeks.

Mr. Teixeira stated the difficulty of not knowing how much funding we have to work with and we should find out in the next few weeks. Section 8 is not issuing any new vouchers and not replacing any that come off. No increases are being given to landlords. There isn't much we can do on the Public Housing side other than to closely monitor our budget. We will have a better idea of where we are at the end of the month.

4. Comcast Service Agreement

A copy of this agreement was given to each of the Commissioners. Sharon Somers has reviewed the proposed agreement and feels as Mr. Teixeira does that not only would the EHA not benefit from entering into such an agreement but it would place limitations on the EHA.

Mr. Teixeira has informed Comcast that we are not interested in entering into the proposed Agreement however; we would consider a basic agreement that would essentially authorize Comcast technicians to enter the building/property to provide service to its customers. Commissioner Allen is in favor of a basic agreement as it would provide procedures for accessing EHA properties and offer some liability protection to the EHA. The Board did think this would be a good idea and voted to have this agreement drawn up by Comcast. Commissioner Allen made the motion, seconded by Commissioner O'Barton and the vote was 3 ayes 0 nays.

5. Unitil Access Agreement

Unitil is requesting permission to install two (2) additional monitoring wells in the area of the south parking lot. Mr. Teixeira provided copies of the Site Access Agreement between Northern Utilities, Inc. and the EHA. Commissioner Allen has looked this Agreement over and has made four (4) or five (5) suggestions. Attorney Somers has also made some suggestions. Commissioner Allen suggested this Agreement include as much protection as possible for the tenants and the EHA.

We anticipate a quick response on this Agreement.

6. Maintenance Supervisor's Report

Vacancies/Units Turned Over

Mr. Marzinzik reported that Maintenance is busy with three vacancies and one that was just turned over last week.

We are continuing regular property maintenance along with the occasional snow and ice removal.

Commissioner O'Barton asked about the new refrigerators and Mr. Teixeira reported that everything has been approved and we are waiting for better weather to set up a delivery date.

277 Water Street

Tom Lee from Masco along with Unitil performed a blower test at 277 Water Street on February 20th to search out heat loss. They did not find any problems in the apartments but did find some heat loss in the attic. Unitil is proposing to remove the existing bad insulation, seal around the penetrations and blow in additional insulation. This would

cost about \$45,000 and Unutil would pick up the entire cost. Unutil is in the process of determining if the energy savings will justify the cost of the project.

The annual Public Housing inspections are scheduled for the end of the month. The tenants will receive the scheduled dates and times.

7. Section 8 Manager's Report

February Unit Totals and Figures:

February:	168 Units	\$102,208	Hap (excluding Port Ins)
	3 Port ins	408	Utility Reimbursement
Total:	165 Units	\$102,616	Total HAP

Updated January Figures:

January:	170 Units	\$102,470	Hap (excluding Port Ins)
	3 Port ins	348	Utility Reimbursements
Total:	167 Units	\$102,818	Total HAP

8. 10-Minute Audience Participation

A tenant asked about the status of the gas fireplace in the Community Room. Mr. Teixeira replied that the gas fireplace has been turned off for the season. It is inefficient and we have to start looking at cost saving measures. There was discussion on various scenarios regarding operating the fireplace on reduced days, times or on special occasions.

9. Executive Director's Report

Financial

Mr. Teixeira stated that we are five (5) months into our fiscal year and we still don't know exactly what our funding will be for FY 2013. The sequester that became law on March 1 has only added to the uncertainty. We will have a much better picture in a few weeks with the continuing resolution expiring on March 27.

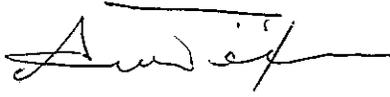
Mr. Teixeira wrote letters to Senators Ayotte and Shaheen and Congresswoman Carol Shea-Porter describing the impact sequestration would have on our agency specifically to the Housing Choice Voucher Program. He asked that both parties seek a balanced approach to deficit reduction one that relies on revenue increases and responsible spending reductions that do not harm the most vulnerable.

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The next meeting will be held on Thursday, April 4, 2013.

The meeting adjourned at 2:13 p. m.

Respectfully Submitted,



Antonio Teixeira
Executive Director



Barbara Chapman
Acting Chair Person