

Housing Authority
Of the
Town of Exeter
277 Water Street
Exeter, NH 03833
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M I N U T E S
Board of Commissioners
Thursday, November 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:

Chair Person	Barbara Chapman
Vice Chair Person	Renee O'Barton
Commissioner	Boyd Allen
Commissioner	Vern Sherman
Commissioner	Pam Gjettum
Executive Director	Tony Teixeira
Section 8 Manager	Margaret Dooling
Maintenance Supervisor	Dustin Marzinzik
Public Housing Manager	Jill Birch

Item #2 – Approval of Minutes of October 3, 2013 meeting – Commissioner Allen made a motion to accept these minutes as presented, seconded by Commissioner Sherman and the vote was 4 ayes 0 nays.

Item #3 Yearend Financial Report:

Executive Director Mr. Teixeira stated that the fee accountant was in at the end of October to close out FY 2013. He reported that Public Housing closed out with a surplus of \$62,507 and Section 8 closed out with a deficit of \$58,351. The surplus will be moved into the Public Housing reserve account and the deficit will be funded out of the Section 8 reserve with \$24,077 coming from our Net Restricted Assets and \$34,274 from our Unrestricted Net Assets.

The yearend figures reflect a reimbursement check from LGC for premium overcharges in FY 2010 and FY 2011. The check totaling \$13,980.37 increased the Public Housing surplus by about \$10,000 and reduced the Section 8 deficit by around \$4,000.

Vice Chair Person O'Barton asked if these figures were reflected the numbers already given to which Executive Director Mr. Teixeira responded yes.

Executive Director Mr. Teixeira noted that considering the budget cuts, he was pleased with the way things have ended up.

Item # 4. Change of Healthcare Offerings:

Executive Director Mr. Teixeira explained that Health Trust (LGC) recently announced that there will be a 9.8% increase in health insurance premiums effective January 1st 2014. This past July the Town modified its offerings under the LGC health plans to lower cost plans. The new plans made changes to office visit co-pays and prescription drugs. It basically transferred to a more user driven system, the more you use the more you will pay.

At that time I recommended that we not follow the Town and continue under the current plan through the end of the calendar year with the understanding that we would revisit our options as we got closer to January 1st. I have compared the cost of each of the plans based on the new premiums and have determined that we would see a cost savings of \$9,441.63 over the last nine months of the fiscal year if we change to the lower cost plan. Considering the budget cuts we have seen over the past year and the uncertainty of the funding levels for FY 2014 I recommend modifying our offerings to the lower cost plans effective January 1st 2014.

Vice Chair Person O'Barton inquired what the increase to the co-pays would be. Executive Director Mr. Teixeira responded that \$5 co-pays would go to \$20 for office visits and \$50 Emergency Room visits would go to \$100. Commissioner Gjettum noted that as a retired employee of the town her prescription co-pays have changed from \$1 to \$10. Vice Chair Person O'Barton asked if the plan would go to say an 80/20 where the employee would be responsible for 20%. Executive Director Mr. Teixeira responded no.

Commissioner Sherman stated that he thought this was a good move considering the savings. Commissioner O'Barton asked if this was the savings over last year and Executive Director Mr. Teixeira indicated that this is the difference between the two plans.

Commissioner Allen agreed and mentioned that the savings would be nearly \$1000 per month and that the co-pays were comparable with what people are paying in the private sector. Executive Director Mr. Teixeira stated that a representative from LGC would be coming in to explain the plans and the Flexible Spending Account. Commissioner O'Barton noted that this plan saves people about 28% but must be used within the year and that funds are allocated at the beginning of the year.

Commissioner Gjettum inquired if a motion was required for the change. Commissioner Sherman made a motion to pursue the changes to healthcare per the pre-meeting Item #4, seconded by Commissioner Gjettum and a vote was taken with 4 ayes and 0 nays. Vice

Chair Person O'Barton stated that she reluctantly agreed and mentioned that while she understands why it must be done she feels that this benefit has always been one of the attractions for these types of jobs.

Item #5. Maintenance Supervisor's Report

Maintenance Supervisor Mr. Marzinzik noted that the majority of the fall clean-up has been done with another once over yet to come. Storm drains have been cleaned and the majority of the leaves have fallen and clean up will be complete soon.

Mr. Marzinzik mentioned that the south parking lot has been paved, numbered and striped. The project went smoothly and the project contract was closed out as of this past Monday morning.

Vice Chair Person O'Barton asked if the same company had completed the repair work in the center lot. Maintenance Supervisor Mr. Marzinzik stated that Jamco wanted to complete the project and had returned to do so. He stated that the tripping hazard has been removed and while it is not perfect the puddleing issue has improved. Executive Director Mr. Teixeira mentioned that esthetically it does not look good but is warranted.

Commissioner Sherman asked about the north lot to which Maintenance Supervisor Mr. Marzinzik said that it is fine and that the puddleing issue in that lot was resolved.

All curbing and pavement has been backed with loam for grass in the spring.

Maintenance Supervisor Mr. Marzinzik reported that Unit #204 at 277 Water Street has been refurbished and was turned over on November 1st. He stated that #10 Linden Fields, a 4 Bedroom family unit has become vacant. The refurbishment of this unit began this week. This will result in movement of two families and end up with a 2 Bedroom unit available to fill.

Vice Chair Person O'Barton asked if the arborist had come yet and Maintenance Supervisor Mr. Marzinzik replied that he would be coming soon.

Item #6. Section 8 Manager's Report

Section 8 Manager Mrs. Dooling reported the following figures and that they were staying where they wanted to be with no major changes.

October Unit Totals and Figures:

October:	165 Units	\$ 98,882	Hap (excluding Port Ins)
	1 Port ins	385	Utility Reimbursement
Total	164 Units	\$ 99,267	Total HAP

Chair Person Chapman commented the Margaret had done a good job and Executive Director Mr. Teixeira noted that it is a tough balancing act.

Item #9. Executive Director's Report

Annual Income Recertification's:

Executive Director Mr. Teixeira explained that we are required by HUD to conduct a reexamination of tenant income and circumstances at least once a year. The results of the reexamination are then used to determine the new rent the tenant will pay and whether a family is housed in the correct size unit. This year senior tenant housing will be conducted November 18th through the 25th and family housing will be conducted on December 11th and 12th. All new rent changes will go into effect on March 1, 2014.

Washington update:

Executive Director stated that a short term bill was passed by Congress in mid- October opening the Government at FY 2013 sequestration levels through January 15th. The bill also suspends the debt limit until February 7th which means we could be looking at another fiscal crisis in just a few short months.

As part of the negotiations a budget conference committee was formed with hopes of passing a budget resolution by mid- December which would set the spending levels for the rest of FY 2014. What we don't know is whether the FY 2014 budget will be funded at sequestration levels which would be around 19 billion dollars below the current FY 2013 level. This will become much clearer in the coming weeks.

Item #7. Maintenance Committee Report

Chairperson Chapman announced that they did have a Maintenance Meeting on October 17, 2013 with 4 members attending. In the beginning of the meeting they walked the grounds at Portsmouth Avenue and Auburn Street. Chair Person Chapman noted that the grounds look great and they are very nice apartments. Later in the meeting they visited the Linden Fields property which also looks great. Chair Person Chapman commented that even though the south lot of 277 Water Street wasn't done at the time but now looks great as well as the new sign out front.

Commissioner Sherman thought the financials look great on both ends. He noted that the Section 8 has remained at about 165 which is hard balance to maintain with the sequester and the unknown. Commissioner Allen noted that Margaret was doing an excellent job. Executive Director Mr. Teixeira stated that they are better prepared for 2014 and Commissioner Sherman replied that Mr. Teixeira had done a good job.

Chair Person Chapman advised that there will not be a Commissioners meeting in the month of December.

Item #8. Ten Minute Audience Participation

Water Street tenant Mary Dupre commented how nice it is to see the new state flag and thanked Commissioner Sherman for the donation.

Chair Person Chapman made a motion to adjourn seconded by Commissioner Sherman.

The meeting adjourned at 1:25 p. m.

Respectfully Submitted,



Antonio Teixeira
Executive Director



Barbara Chapman
Chair Person

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