

**MINUTES OF THE MEETING HELD ON WEDNESDAY AUGUST 28, 2024**

AHA Commissioners Present: Chair Arthur Wing; Vice Chair Mike Thurston- Excused; Commissioner Celia McGuckian; Commissioner Jennifer Kimble – via Zoom; Commissioner Spofford; Commissioner Gagnon

AHA Staff Present: Executive Director Martin Szydlowski; Deputy Director Mary Young, Senior Director of Housing Programs, Property Management and Resident Services; Darrell Turcotte; Finance Director, Lynn Williams, Maintenance Director; Gerry Bernatchez, Resident Services Director; Susan Simpson, Director of Public Housing and HCV Programs; Dawn Comeau; Senior Residential Property Manager Bruce Merrill; ~~Human Resource Administrator Tamara Rouleau~~

AHDC Staff Present: Procurement and Contracting Officer, Joseph Menard

EXECUTIVE SESSION:

Commissioner McGuckian moved the August 28, 2024 board meeting to enter into Executive Session Legal Matters, which was seconded by Commissioner Spofford. All in favor.

Commissioner Gagnon move the Minutes of the AHA Meeting held on June 26, 2024, be accepted as presented, which was seconded by Commissioner Kimble. All in favor.

REPORT OF EXECUTIVE DIRECTOR:

Executive Director Szydlowski updated the board of a July 2024 site visit from HUD as a follow-up from the June 2023 Compliance Review. Their examination of the 2024 SEMAP submission concluded with notification from HUD that AHA had achieved the “High Performer” designation.

The Executive Director notified the board that on August 14<sup>th</sup> and 15<sup>th</sup>, Public Housing developments at Family Development, Broadview Acres, Towne House, Lincoln School and Merrill Estates were part of a REAC physical inspection and while we have not heard from HUD regarding the results, it is believed that we did very well. Regarding the Poland Project, Mr. Szydlowski apprised the board that ARDC has received the Entrance Permit from Route 26 onto the property, and that the permit was the final step towards having the subdivision plan approved by the Poland Planning Board on September 10<sup>th</sup>, which once approved, ARDC will then submit a grant/loan application to the Maine Housing Rural Rental Program, with an October or November application deadline.

Commissioner Thurston moved the Monthly Reports be accepted as presented, which was seconded by Commissioner Kimble. All in favor.

There was no Open Session

There were no Communications or Bills

NEW BUSINESS:

1. Accept Auburn Esplanade March 31,2024 Compiled Financial Statement

RESOLUTION 3359

BE IT RESOLVED by the Commissioners of the Auburn Housing Authority to Accept Auburn Esplanade March 31, 2024 Compiled Financial Statement. Commissioner Gagnon moved the foregoing resolution, which was seconded by Commissioner Spofford.

AYES:6      NAYS:0  
Gagnon  
Spofford  
Wing  
Thurston  
McGuckian  
Kimble

2. Accept Barker Mill Arms March 31, 2024 Compiled Financial Statement

RESOLUTION 3360

BE IT RESOLVED by the Commissioners of the Auburn Housing Authority to Accept Barker Mill Arms March 31, 2024 Compiled Financial Statement. Commissioner McGuckian moved the foregoing resolution, which was seconded by Commissioner Kimble.

AYES:6      NAYS:0  
McGuckian  
Kimble  
Wing  
Thurston  
Spofford  
Gagnon

3. Contributions for Consideration: Auburn Firefighters Children’s Fund, Auburn Police Department PAL Center, Genesis Fund, Trinity Jubilee Center

RESOLUTION 3361

BE IT RESOLVED by the Commissioners of the Auburn Housing Authority to Consider Contributions to Auburn Firefighters Children’s Fund, Auburn Police Department, Pal Center, Genesis Fund, and Trinity Jubilee Center. Vice Chair Thurston moved the foregoing resolution to Contribute \$3,500 to Auburn Firefighters Children’s Fund, \$3,500 to Auburn Police Department and \$2000 to Pal Center, which was seconded by Commissioner McGuckian.

AYES:5      NAYS:0  
Thurston  
McGuckian  
Wing  
Kimble  
Gagnon

Contribution Considerations for both the Genesis Fund and Trinity Jubilee Center were tabled and will be discussed at the September 18, 2024 Auburn Housing Authority Board meeting. Commissioner Spofford added the Drop-In center for contribution consideration.

4. Discussion: Dollar Threshold for Board to Authorize E.D. to sign contracts, currently at \$75,000

RESOLUTION 3362

BE IT RESOLVED by the Commissioners for the Auburn Housing Authority to Discuss the Dollar Threshold for the Board to Authorize the Executive Director to sign contracts, currently at \$75,000. Commissioner McGuckian moved the foregoing resolution for the Executive Director to sign contracts in the amount of \$150,000, which was seconded by Commissioner Gagnon.

AYES:6      NAYS:0  
McGuckian  
Gagnon  
Wing  
Thurston  
Kimble  
Spofford

5. Approve \$2000 increase for Human Resources Manager Position

RESOLUTION 3363

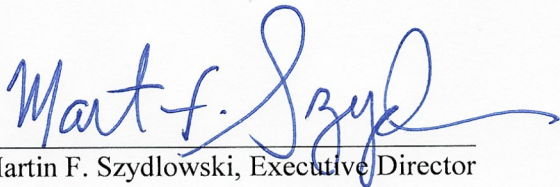
BE IT RESOLVED by the Commissioners of the Auburn Housing Authority to Approve Salary increase by \$2000. Commissioner Gagnon moved the foregoing resolution, which was seconded by Commissioner Spofford.

AYES:6      NAYS:0  
Gagnon  
Wing  
Thurston  
McGuckian  
Kimble  
Spofford

EXECUTIVE SESSION:

Employee Compensation

Commissioner Kimble moved the meeting be adjourned at 8:52 A.M., which was seconded by Commissioner McGuckian. All in favor.



Martin F. Szydlowski, Executive Director