

MINUTES OF THE MEETING HELD ON WEDNESDAY SEPTEMBER 18, 2024

11:16 A.M.

AHA Commissioners Present: Chair Arthur Wing; Vice Chair Mike Thurston; Commissioner Celia McGuckian; Commissioner Jennifer Kimble-via Zoom; Commissioner Ron Spofford; Commissioner Nicholas 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 Manager Tamara Rouleau

AHDC STAFF: Procurement and Contracting Officer, Joseph Menard

Commissioner Gagnon moved the minutes of the August 28, 2024 meeting be accepted as presented, which was seconded by Commissioner McGuckian. All in favor.

REPORT OF EXECUTIVE DIRECTOR:

Executive Director Szydlowski informed the Board that a Retention Policy Review Study would be conducted by Drummond Woodsum law firm. Several Housing Authorities will participating in this review and will cost \$200 give or take.

Mr. Szydlowski notified the Board that AHA has put in two requests to HUD to take two units offline to help with our occupancy ratings.

The Executive Director also updated the board that per Emily Carrington, City Clerk, City of Auburn, the term expiration dates for Commissioner terms are in agreement between AHA and city records.

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

There was no Open Session.

There was no Communication or Bills.

NEW BUSINESS:

1. AHA Working Schedule

RESOLUTION: 3364

BE IT RESOLVED by the Commissioners of the Auburn Housing Authority, to Approve AHA Working Schedule. Commissioner McGuckian moved the foregoing resolution, which was seconded by Vice Chair Thurston.

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

2. Discussion with Drop-In Center Director

Commissioner Kimble moved Discussion with Drop-In Center Director be tabled and added to October 30, 2024 Agenda, which was seconded by Commissioner Spofford. All in favor.

EXECUTIVE SESSION:

Commissioner McGuckian moved the AHA meeting to enter into Executive Session, which was seconded by Vice Chair Thurston. All in favor.

Job Description Review

RESOLUTION: 3365

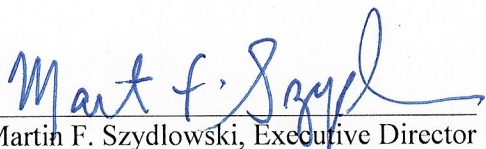
BE IT RESOLVED by the Commissioners of the Auburn Housing Authority, to Review and Approve Job Description. Vice Chair Thurston moved, the foregoing resolution, which was seconded by Commissioner Gagnon.

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

EXECUTIVE SESSION:

Executive Director Performance Evaluation

Commissioner Thurston moved the meeting to adjourn at 11:04 A.M., which was seconded by Commissioner McGuckian. All in favor.



Martin F. Szydlowski, Executive Director