

**MINUTES OF THE MEETING  
of the  
PORTLAND HOUSING AUTHORITY**

Thursday, September 6, 2018

The meeting of the Portland Housing Authority was held at the Portland Housing Authority, 14 Baxter Blvd, Portland, ME. Upon roll call, quorum is declared. Meeting called to order by Robyn Tucker, Vice-Chairperson, at 5:35 PM.

PRESENT	ABSENT
Mariar Balow, Chairperson Robyn Tucker, Vice-Chairperson Kristin Blum, Commissioner Faith McLean, Commissioner (call-in) Christian MilNeil, Commissioner Shirley Peterson, Commissioner Thomas Valleau, Commissioner Mark Adelson, Executive Director Jay Waterman, Development Director Trevor Nugent, Public Housing Director Lourdes Alvarez, Administrative Support Specialist	N/A

**1. Public Comment**

Louis Salvato, a resident at Franklin Towers for 3 years and has been actively participating in recent resident meetings. He is expressing concerns in regards with the homeless placement program at PHA. Mark Adelson noted that the Homeless preference has been in place at PHA for about 10 years. Mr. Salvato feels that the program places undue burden on the elderly residents and is affecting the fabric of the community. He does not want to be discriminatory but he is very concerned with the behavior of placed previously homeless residents. Residents feel that the new tenants are not being properly vetted prior to lease-up. Rules are not being followed by some individuals and there appears to be a high turnover, with some new residents acting as entitled. No prejudice or discrimination is being enacted in this commentary as Louis comes from a similar homeless background. There seems to be a perpetual problem with smoking in the building. Vulnerable tenants are living in fear and don't feel safe walking the halls. He has had to place calls to the police on many occasions due to these tenants' behaviors. He suspects criminal activity includes manufacture of illegal drugs but no evidence of the matter has been presented. Their behaviors are a detriment to the community at Franklin Towers and the neighbors are not being respected due to these tenants' uncompromising behavior that a part of their sense of entitlement. He understands the eviction process is complex and takes time but Mr. Salvato expressed frustration in the situation. Living conditions are unhealthy when others don't respect your space and the sanctity of home. Mr. Adelson thanked Mr. Salvato for coming in and sharing his letter to the Board. Public Housing Director Trevor Nugent responded to Louis' concerns.

Chairperson takes over the meeting at 5:50 PM

**2. Resolution to approve the minutes of the Meeting of August 2, 2018.**

Amendment to minutes briefly discuss in regards to attendance of Kristin Blum who was not present at the previous meeting.

**Resolution #2919**

Be it resolved by the Commissioners of the Portland Housing Authority that the minutes of the meeting of August 2, 2018, as amended, be and hereby are approved.

The above resolution was moved by Mariar Balow, Chairperson, and second by Shirley Peterson, Commissioner, and upon roll call, the ayes and nays were as follows:

<u><b>AYES</b></u>	<u><b>NAYS</b></u>
Mariar Balow, Chair	None
Robyn Tucker, Vice-Chair	
Kristin Blum, Commissioner	
Faith McLean, Commissioner	
Christian MilNeil, Commissioner	
Shirley Peterson, Commissioner	
Tom Valleau, Commissioner	

Chairperson declared said motion carried and said resolution adopted.

**3. Executive Director’s Report**

A. Operations Update

The grant for security upgrades at Franklin Towers was not successful so monies will now be budgeted to make some of the upgrades in the near future. The application for Mainstream vouchers was successful and have are being received by the agency. The PHA staff outing was held at Bayside Bowl in appreciation for their hard work. Cultural and Diversity Training was also recently completed by all the staff.

On the 75<sup>th</sup> anniversary, to be held on September 28th, proclamation will be read on September 17th at the Portland City Council meeting.

B. Development Update

Development Director Jay Waterman started his report with the news of the Front Street project getting back on track with additional resident meetings being held. The meeting on August 30<sup>th</sup>, where concept designs were presented was well attended. A neighborhood meeting is scheduled for next Thursday to also present concept designs as well. Good feedback has been received in preparation to present at the city workshop before the planning board presentation. There is one more resident meeting planned before final approval of the plans and project is expecting approval from the planning board by end of year.

He continues his update with the 58 Boyd Street, which has come back over budget and work continues on a new value engineering list as project seeks to lower costs so proposal is not penalized at the next tax credit application. Labor are a large part of the increase in costs. Currently, building efficiency is at 30% better than code right now. HUD's approval on disposition of the property is in process. Portland City Council passed funding (1.4 million) between HOME funds and the affordable housing grant. The cost gap may be filled with tax credits and value engineering; and also planning to ask MaineHousing for dispensation on the labor cost increases as they are happening across the board. Tax Credits are also approved from MaineHousing. The 2019 Fair Market Rents have been issued by HUD and payment standard is increasing so that is an increase in revenue. Loan closing expected for a possible ground breaking in December 2018.

### C. RAD update

Portfolio application was submitted last Tuesday, and submission included Harbor Terrace, Riverton Park, Washington Gardens, and Anderson Street. Agency now waiting for the CHAP response; following the response, a financial plan will be required in six months. Bedford Lending, out of NH, is provided a GAP analysis on the RAD conversion. EJP, consultants out of Washington state, also did a GAP analysis and assisted in submitted the applications to HUD. Developer officer interviews have started.

Mr. Adelson reviewed the next meetings scheduled – Finance Committee on September 18 and Board meeting on October 4.

## **4. Finance Committee Report**

Commissioner Christian MilNeil reported on items discussed at the last Finance Committee meeting. The end-of-fiscal-year summary on cash reserves was reviewed. There is currently a mix between what HUD requires agency to keep on hand (4 months of expenses) and what is available in the unreserved or earmarked funds for required reserve. Public Housing had gains from increase in rent revenue. PHDC is in the red but no concerns as the monies will be coming back in developer fees in the future. The proposed building purchase was discussed as well as the proposals for project based vouchers.

## **5. Project Based Vouchers Proposals**

Mr. Adelson presented the agency's recommendation to approve the allocation of Section 8 Project Based Vouchers for proposals submitted in response to the RFP issued in July. Memo presented summarized the project proposals, including a description of the two recommended developments and the mix of units. There is one project ready to go, with financing in place; the second project is working on financing and this award will help in the process. The agency can allocate up to 525 Project Based Vouchers; currently, agency is at 48% with 275 remaining to allocate if needed.

Resolution to approve the allocation of PBV as follows:

- Szanton Company – 10 PBVs for the 100 Parris Street Development
- Avesta Housing – 11 PBVs for the Deering Place Development

**Resolution #2920**

Be it resolved by the Commissioners of the Portland Housing Authority that the Allocation of Section 8 Project Based Vouchers as listed above, be and hereby are approved.

The above resolution was moved by Christian MilNeil, Commissioner, and second by Kristin Blum, Commissioner, and upon roll call, the ayes and nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Mariar Balow, Chair	None
Robyn Tucker, Vice-Chair	
Kristin Blum, Commissioner	
Faith McLean, Commissioner	
Christian MilNeil, Commissioner	
Shirley Peterson, Commissioner	
Tom Valleau, Commissioner	

Chairperson declared said motion carried and said resolution adopted.

**6. Easement Approval for AMP 2**

Mr. Adelson reviewed the legal easement request and site plans presented in the meeting packet. The easement is for the installation of new transformers to provide electric power to 58 Boyd Street and the electric power lines that will need to go from above ground to underground in order to also continue to providing power to Kennedy Park and East Bayside units. Mr. Waterman reviewed the drawings to show where the change is occurring. The 2<sup>nd</sup> easement will need to be granted by PHDC at a later date to service 47-49 Boyd and Bayside Anchor. This vote is only for the PHA land easement.

**Resolution #2921**

Be it resolved by the Commissioners of the Portland Housing Authority that the Easement on PHA property in Kennedy Park and Bayside East (ME003000002) to Central Maine Power (CMP) for purposes of running underground power to the affordable housing development at 58 Body Street, be and hereby are approved.

The above resolution was moved by Christian MilNeil, Commissioner, and second by Robyn Tucker, Vice-Chairperson, and upon roll call, the ayes and nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Mariar Balow, Chair	None
Robyn Tucker, Vice-Chair	
Kristin Blum, Commissioner	
Christian MilNeil, Commissioner	
Shirley Peterson, Commissioner	
Tom Valleau, Commissioner	

Commissioner Faith McLean was not available to vote.

Chairperson declared said motion carried and said resolution adopted.

**7. Additional agenda items**

With no more business on the agenda, meeting moved to be adjourned by Vice-Chairperson Robyn Tucker, and second by Commissioner Kristin Blum. Meeting ended at 6:30 PM