

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

Thursday, September 7, 2017

The special meeting of the Portland Housing Authority was held at 100 State Street, Portland, Maine. Upon roll call, quorum is declared. Meeting called to order by Shirley Peterson, Chairperson, at 6:30 PM.

PRESENT	ABSENT
Shirley Peterson, Chairperson Evan Carroll, Vice-Chairperson Mariar Balow, Commissioner Christian MilNeil, Commissioner Tom Valleau, Commissioner Mark Adelson, Executive Director Jay Waterman, Development Director Trevor Nugent, Director, Public Housing Lourdes Alvarez, Administrative Support Specialist	Faith McLean, Commissioner Siyad Ahmed, Commissioner

1. Resolution to approve the minutes of the regular board meeting of August 3, 2017.

Resolution #2875

Be it resolved by the Commissioners of the Portland Housing Authority that the minutes of the regular meeting of August 3, 2017, be and hereby are approved.

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

AYES

Shirley Peterson, Chairperson
 Evan Carroll, Vice-Chairperson
 Mariar Balow, Commissioner
 Christian MilNeil, Commissioner
 Tom Valleau, Commissioner

NAYS

None

Chairperson declared said motion carried and said resolution adopted.

1) Executive Director's Report

A. Development Update

Development Director Jay Waterman updated the board on the amendments to Division 30 that were approved by Portland City Council last night regarding Zone 7, which allows the 58 Boyd Project to go forward with the site plan application since the planned building height is no longer an issue based on the Division 30 change. Submission of site plan application will be completed by mid-September with the expectation of a mid-December pre-application submission to Maine Housing. The Tax Credit Application will be submitted in January 2018.

The Portland City Council also approved the amendments submitted regarding the R3 and R5 zoning which allows plans for the Front Street Redevelopment Project to go forward. A public meeting will be schedule in the coming months for the Front Street neighborhood. The financing applications have been submitted for the City of Portland and the Affordable Housing Program over the past week. The focus of these applications is preserving affordable housing stock in the City of Portland. Mr. Waterman commented on the good work Kim Cook has done as a consultant for the advocacy of these projects. Of note, the council vote was 8 to 1 for passage of the amendment.

B. Personnel Update

Executive Director Mark Adelson reported that both union negotiations are ongoing and moving forward. Language changes being discussed plus health insurance changes. Final draft will be reviewed by HR committee as soon as negotiations are completed. Interviews have been completed for the Deputy Director position and a decision will be made on the final candidate next week.

C. Fair Rent Ordinance

Mr. Adelson presented a review of the summary of rent control referendum known as the Fair Rent Portland ordinance. The proposed ordinance is 16 pages long and the complete document is available online. The board discussed the details that are applicable to and exempt affordable housing (PHA Public Housing Developments). It is yet unclear on how the ordinance would apply to all subsidized housing (Section 8 housing). Also evictions are not clear cut so PHA is unsure of how it may interfere with the current agency process. If approved, a rent board would be created by ordinance. Goal of the ordinance is to stabilize rents in the City of Portland. General fees to landlords would increase; again, PHA is unsure how this will affect the current fee discounts from the base rate that apply to the Franklin Tower and Harbor Terrace properties. The referendum on the final version will be in November 2017. Board members discussed several relevant issues including: should PHA take a position on this? The consensus was

against not to take a position on this referendum. Mark will keep the Board updated as he learns more on the proposed ordinance.

D. Upcoming Meeting Dates

Next Board Meeting scheduled for Thursday, October 5; next Finance Committee Meeting scheduled for Tuesday, September 19.

2) Finance Committee Report

Commissioner Christian MilNeil reported on the August Finance Committee meeting. At that meeting, the PHDC budget was discussed, including the development fees installments coming in from Bayside Anchor and how to reinvest those monies into the upcoming development projects. Also discussed was the option of adding an additional staff member to PHDC to help with current project workload. Also discussed was the Bath Housing program aimed at keeping seniors in their homes, as featured in the brochure handed out to the board members to see if it was an appropriate fit for PHA.

3) Front Street Relocation Plan

Mr. Adelson opened up the presentation and discussion of plans for the relocation of current residents of Front Street. The board was presented with current draft of the plan, which once developed and finalized, would need to be approved by the Board. Cost of relocation may require money to be invested from the reserve funds, possibly first monies if necessary. Mr. Waterman reviewed the memo included in the agenda packet, stepping through the phases required, relocation, and demolition of current structures. Priorities will need to be assessed and create a policy to follow. There needs to be planning for right sizing of the resident families based on the current unit residents. A general information notice will be sent to residents this coming October 2017, requiring a signed receipt for the notice.

The final draft of policy and relocation plan would be presented for Board review, including the right of return policy as required by section 18 of HUD rules. Families would move back to what they are eligible to move into at the time of return to property. Neighboring Kiley property owner has been offered an option agreement to buy the lot for \$275,000 which has been accepted; offer is valid for 6 months. The property is made up of two legal lots which adds value due to the development potential of the lot, which is being reviewed. HUD request to approve the Section 18 demolition disposition that will provide tenant replacement vouchers which would convert to new Project-based Vouchers when resident is ready to move back in, if that choice is exercised. Otherwise they keep the voucher as regular S8 clients. Mr. Waterman agrees this is a better program than the RAD program option. Since more units are being built than the amount demolished, the conservative estimation is that 31 of the 50 families will move back after relocation. Preliminary budgets for Phase 1a and 1b were discussed. He noted that rent

differentials from payment standards may get expensive and funding commitments will be in place before relocation starts. There are monies from Bayside Anchor project that are not used being used by the 58 Boyd project and they could potentially go into Front Street and reduce the need for using reserves. A consultant was used to draft the relocation plan presented. A resident needs assessment survey will be started in October 2017. A staff member will be hired temporarily to handle the coordination of the relocation. Mr. Adelson reviewed the highlights of the plan, including notices and procedures, incidentals and costs. Security deposits and 1st/last month rents language needs to be included and revolving funds need to be put in place. Community building and the development's office will be included in phase 1 of construction. Soils are not in good condition so much of the cleanup cost will be in the 60-unit phase 1 of the project. The plan will be in place to remove soils, properly encapsulated. Board members asked for clarification on the expected income mixture between phases.

4) Additional items

Announcement regarding Evan Carroll's future departure from the PHA board is made, followed by a brief discussion on the possible a vacancy for a few months in the near future. Observation is made on lack of resident representation on the Board and the need to address the situation.

With no other matters to discuss, Commissioner Tom Valleau moves to adjourn meeting, Chairperson Shirley Peterson seconds.

Meeting adjourned at 8:00 PM