



FALL 2011

NEWSLETTER

CAPITAL AREA HOUSING ASSOCIATION
"LANDLORDS WORKING TOGETHER"

OFFICERS & BOARD OF DIRECTORS LISTING

President

John McNaughton
mcn1@roadrunner.com

Vice President

Glen Guerrette
gguerrette@me.com

Secretary

Barbara Eckhardt
eckhardtb@roadrunner.com

Treasurer

Emmy Swanton
joanemmy@roadrunner.com

Board of Directors

Gerard Bechard, Jr

Stefanie Barley
stefbarley@myfairpoint.net

Ratna Don
ratnadon44@yahoo.com

Ramona Venskus
ramona@NewcomerRelocation.com
622-4312

Charlie Anderson
speakez99@yahoo.com

CAHA Website
www.caha4u.org

PRESIDENT'S MESSAGE by John McNaughton

Dear CAHA members -

As I write this column, I can't help but ponder with humble satisfaction the events that unfolded at the beginning of the summer among CAHA, the Central Maine Apartment Owners Association, and our state legislators. For the last twenty years or so, the rules and regulations that have been handed down to rental property owners in the state of Maine have been difficult to bear, and when the right moment was upon us, many of you responded to the call and rose up to be heard! Isn't that the essence of what we are really about as an association?

I know that attractive oil prices have been the primary motivator for members over the years, but stop for a moment and calculate the costs of a one-sided eviction that only serves a tenant that has chosen not to pay rent. Or how about being forced to test for radon in every unit of your building(s) even if it doesn't exist in the basement or being forced to loan money to a tenant to replace furniture infested with bedbugs even though they may have been responsible for introducing them into your property? How about having to catalog, move, and store a vacated tenant's possessions at your own expense and losing valuable rent days as you abide by the law to follow the process?

Well, the good news is that, due to the efforts of the boards of both housing associations, our lobbyist, and over 100 members who attended a legislative hearing to discuss LD 1198 (the law that we had crafted and presented to the judiciary committee at the legislature), I am happy to announce if you haven't heard about it already that the measure passed in both houses and was signed into law by the Governor on June 22nd, 2011 and will be effective on September 22nd, 2011!

We intend to introduce additional bills that will continue to push to bring fairness back to the rental relationship, but make no mistake, the power of CAHA comes one member at a time! The lobbyist said that he hadn't seen such an organized effort getting that many attendees to a hearing in eighteen years of practice! The Senator who chaired



PRESIDENT'S MESSAGE, continued on page 2

UPCOMING MEETINGS

OCTOBER 10 • NOVEMBER 8 • DECEMBER 13
7:00 – 8:30 P.M.

KV FEDERAL CREDIT UNION
NORTHERN AVE., AUGUSTA, ME

Regular Meeting Minutes – Capital Area Housing Association (CAHA)
Held at KV Federal Credit Union – April 12, 2011

President John McNaughton opened the meeting at 7:04 p.m. After a quorum was established, he conducted the business portion of the meeting.

Motion was made by Stefanie Barley, and seconded by Ramona Venskus, to approve the February 8, 2011 Annual meeting minutes. Motion passed unanimously.

Treasurer Emmy Swanton distributed the March 14, 2011 Treasurer's report, which was approved at the March 14, 2011 Board meeting. Motion was made by Stefanie Barley, and seconded by Glen Guerrette, to approve the Treasurer's report, which showed income and expenses, and indicated a total balance of \$43,725.40 (\$34,700.80 of which is in four separate CD's). In addition, CAHA has a \$10,000 bond. Motion was unanimously approved. A short discussion ensued. Harold Booth, ex-officio, stated that the CAHA members have always approved the Treasurer's report in the past. However, he understood that since the members are not called to meet every month now, the Board is privileged to do so. President McNaughton stated that the Board would establish a protocol for the approval of the Treasurer's report.

President McNaughton informed the members that the newsletter will now be printed quarterly instead of monthly. Also, the members will be receiving "action alerts." He requested the members to be sure their email address is on file with CAHA. He stated that the Board has been working on new enhancements to the organization, as CAHA is moving with the times and is no longer uniting for better oil prices only, but also uniting as an effective organizational tool for each member. There is a new look and feel coming to the CAHA organization. To begin, the Board has ideas for a new website that will be "user friendly" and more relevant to each member who participates in the organization. Further information as to the progress of the website will be forth coming at a later date.

April 12, 2011 Regular Meeting Minutes, continued on page 4

PRESIDENT'S MESSAGE, *continued from front*

the committee said something to the effect of "Wow, I never expected this sort of turnout!" when we filled two rooms with eager participants all wearing yellow stickers that read "PLEASE SUPPORT LD 1198!"

The oil negotiation process this year has been painfully slow and many of you have experienced frustration as you have waited for the results of our oil committee's work in selecting vendors who would offer the best opportunities to our organization.

In an effort to bring some stability to the negotiation process, we have chosen to secure a two-year contract with our oil vendors (yes we chose two vendors this time), which is a new procedure for CAHA. In summation, if you're looking for the lowest no-frills price on a daily basis, you will probably lean towards Fielding's - but if you want a service contract, the ability to use a credit card without a penalty fee, and a budget plan with payments over 10 months, then J&S is probably the way to go.

We have also streamlined our meetings by holding our board meeting(s) on the same night as our general member meeting(s), and we have reduced the frequency of the newsletter to a quarterly publication instead of every month. In these difficult economic times, we are attempting to be as frugal with the association's funds as possible while at the same time improving the caliber of service.

We are currently building a new web database management tool to communicate with members outside of the formal newsletter when occasion requires, in order to keep you more frequently up to date on the most pertinent issues that affect all of us. It is very important for the sake of time and money to be part of the CAHA email list so that you will not be left out of the communication loop! Our email communication will come more frequently than the quarterly news letter.

Please bear with us as we strive to become a more efficient tool for our members and utilize 21st century methods of delivering the services that you have come to expect. Please consider that the people involved in trying to bring this to pass have full time jobs and or rental property and do not get compensated for the time spent on the tasks associated with all that takes place at CAHA.

With that in mind, we are currently seeking a part time staff person. Please see the below job description for what we are looking for:

The database position will be merged into the part-time staffing position. It will be four days a week for four hours per day. The primary focus of the position will be membership growth via phone outreach, along with an effort to encourage use of our preferred vendors in an effort to enhance our value with our business partners and thus hopefully gain stronger marketing commitments and better future member pricing. A strong but professional phone etiquette is important, along with intermediate computer skills that revolve around database management and communication via Constant Contact (our new web based database management tool) along with Microsoft office (Word and Excel proficiency are a must) and Paypal familiarity for web-based bank transactions.

The board has authorized a range of \$10-14 per hour based upon experience, knowledge and background. They would like someone who owns apartments so that the learning curve on rental property ownership and its nuances is minimal; however, some discussion was given to a college student who is pursuing a business or communications major who is eager to put his or her studies into practice.

Please let us know if you or someone that you know would be interested in applying.

Please join us on September 13th at 7 pm for our next general member meeting to discuss what lies in store for our great association!

Sincerely, *John McNaughton*

Disclaimer:

“There will be no end date for the contract on pre-buy of fuel oil. There are limited quantities. The pre-buy will be over when the oil supply is gone.” ~ CAHA President John McNaughton

CAHA 2011-2012 Vendor Energy Agreements	J&S Oil Co. (207) 626-2714 or (800)464-2714 http://www.isoil.com	Fielding's Oil & Propane, Inc. (207)623-3322 or (800) 491-3194 http://www.fieldingsoil.com
Plan		
1 Daily Price #2 oil	Add \$ 0.22 to OPUS prior day rack price for #2 oil (Note A)	Add \$ 0.35 to NYMEX daily futures price for #2 oil or 0.02 less than cash price whichever is less. (Note 1)
1 Daily Price Kerosene	Add \$ 0.55 to OPUS prior day rack price for kerosene (Note A)	For Kerosene, add \$0.75 to the NYMEX daily futures price for #2 oil. (Note 1)
1 Daily Price Propane (LP gas)	Call for quotes.	Call for all propane quotes.
2 Prepay Lock in #2 oil	\$ 3.49 at signing of contract (Note B)	Add \$ 0.35 to NYMEX future price for #2 oil for February 2012 the day prior to lock in. (Note 2)
2 Prepay Lock in kerosene	\$ 3.94 at signing of contract (Note B)	For Kerosene, add \$ 0.75 to the NYMEX future price for #2 oil for February 2012 the day prior to lock in. (Note 2)
2 Prebuy Propane (LP gas)	\$ 2.10 /gallon for 400 gallons or more	Call for all propane quotes.
2 Prebuy Propane (LP gas)	\$ 2.40 /gallon for less than 400 gallons	Call for all propane quotes.
3 Budget Lock in #2 oil	\$3.09 to \$3.69 variable high and low prices (Note C)	Add \$ 0.37 to NYMEX future price for #2 oil for February 2012 the day prior to lock in. (Note 2)
3 Budget Lock in kerosene	\$3.64 to \$4.24 variable high and low prices (Note C)	For Kerosene, add \$ 0.77 to the NYMEX future price for #2 oil for February 2012 the day prior to lock in. (Note 2)
3 Budget Lock in Propane (LP gas)	\$ 2.40 /gallon fixed price for 400 gallons or more	Call for all propane quotes.
3 Budget Lock in Propane (LP gas)	\$ 2.80 /gallon fixed price for less than 400 gallons	Call for all propane quotes.
4 Budget Cap Lock in #2 oil	Included in Plan 3 above	Per gallon of \$3.59 fixed. \$ 0.30 fee /gallon added on for up/downside protection.
4 Budget Cap Lock in #2 oil kerosene	Included in Plan 3 above	\$3.59 price until 8/31/2011. Credit given if oil is lower priced at delivery time based on Plan 1.
4 Budget cap Lock in Propane (LP gas)	N/A see Plan 3 above (fixed price)	Per gallon of \$3.99 fixed. \$ 0.30 fee /gallon added on for up/downside protection.
Service Contract	\$ 289.00 less 10% = \$ 260.10 - for details, see : http://www.isoil.com/fuelnew-service-plans.htm	\$3.99 price until 8/31/2011. Credit given if oil is lower priced at delivery time based on Plan 1.
Payment Terms	Credit Card. Check. Call for more options/terms.	Call for all propane quotes.
		None this year, but 24 hr coverage is available through subcontractors.
		Normal terms Net 10 days. Net 37 days with credit approval. (Case by Case) Credit Card accepted with \$ 0.05/gallon surcharge.
	<p>Note A - The OPUS daily rack price will be made available to CAHA members. The delivery day prices are based upon the current day OPUS price plus \$0.22/gallon for #2 oil or \$0.55/ gallon for kerosene.</p> <p>Note B - Contract for pre-buy must be made by 8/26/2011. All product contracted must be delivered by 5/31/2012.</p> <p>Note C - Contract for Budget plan begins 8/15/2011 with last due on 5/15/2012. All product contracted must be delivered by 5/31/2012</p> <p>Additional information: Plans 2 and 3 end on May 31, 2012 and all purchased oil must be delivered by May 31, 2012. To avoid having oil undeliverable at that time, it is suggested that about 80% of estimated winter usage be contracted under plans 2 and/or 3.</p>	<p>Note 1 - NYMEX daily futures price for #2 fuel oil is found on the internet. The daily delivery price is the closing price for the latest available previous day of the next month plus the add on amount. So, for example, on August 2, 2011, the NYMEX #2 oil price would be the September closing price on August 1, 2011 plus the add on price for the product.</p> <p>Note 2 - NYMEX future price to calculate pre-buy is found on the internet. The NYMEX prebuy price is the February 2012 closing price shown for the day before the pre-buy is locked in. Pre-buys will be available until November 2011 and may be extended if possible.</p> <p>Here is the NYMEX futures internet hyperlink for HO (# 2 heating oil) http://quotes.imo.com/exchanges/contracts.html?r=NYMEX_HO</p> <p>Note 3 - Price subject to change after August 31, 2011. The last payment due date is April 1, 2012.</p> <p>Additional information: Plans 2 and 3 end on May 31, 2012 and all purchased oil MUST be delivered by May 31, 2012. To avoid having oil undeliverable at that time, it is suggested that about 80% of estimated winter usage be contracted under plans 2 and/or 3.</p>

**Minutes of Board Meeting – Capital Area Housing Authority (CAHA)
Held at the Senator Inn, Augusta, March 14, 2011**

After a social time, President John McNaughton opened the meeting at 5:55 p.m. with the following present:

Past President, Charles Anderson
Vice-President & Board Member, Glen Guerrette
Treasurer, Emmy Swanton
Secretary & Board Member, Barbara A. Eckhardt
Board Member, Gerard (Tiny) Bechard, Jr.
Board Member, Ratna Don
Board Member, Stefanie Barley
Board Member, Ramona Venskus

The first order of business was the minutes of the last board meeting. Motion was made by Stefanie, and seconded by Ramona, to approve the February 21, 2011 Board meeting minutes. Motion passed unanimously.

Next President McNaughton followed up with the Investigative Website Committee. Charlie reported he had been in contact with Trish Thompson, whom we are already dealing with. She has submitted ideas that could be drawn up into a proposal. However, she is counting on the Board to decide what it wants. Both Charlie and Ratna are very confident in her abilities as “a tech person who knows how to do the job.” Plus, Thompson’s fee for her services is very reasonable. President McNaughton named Alisa Keimal as another candidate we might want to consider. She was the webmaster for Johnny’s Selected Seeds in Albion. We are waiting to receive her proposal. President McNaughton stated that the Board is considering the cost of an updated database system to be between \$5,000 and \$7,000.

A discussion of the loss of CAHA members ensued. Stefanie suggested some random calling to former members

to find out why they left CAHA. Tiny felt that we lost a lot of members when the oil committee started changing oil companies every year. Charlie stated that the oil committee needed to be reinvented. President McNaughton adamantly believes an outreach calling campaign is needed, along with better offers to our members other than oil savings. He suggested offering our members a package that would include energy savings as well as building materials, plus information about what is taking place at the legislative level.

President McNaughton is considering forming an advisory group consisting of the largest unit holders who would be interested in participating in ways to bring more value to the membership. He asked Stefanie how up-to-date our list of the number of units owned by each member is. It was noted several of our largest unit holders were not included. Stefanie stated she would be looking into the matter immediately to correct the problem. President McNaughton informed the Board he had started the contact process by leaving a voice message with Rejean Blais.

Next President McNaughton called for the Treasurer’s report. Treasurer Swanton distributed the March 14, 2011 report, which showed income and expenses, and indicated a total balance of \$43,725.40 (\$34,700.80 of which is in four separate CDs). In addition, CAHA has a \$10,000 bond. Motion was made by Tiny, and seconded by Charlie, to approve the Treasurer’s report. Motion passed unanimously.

Review of the CMAOA meeting was given by Charlie and President McNaughton. The outcome of that meeting was that

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President McNaughton spoke of the upcoming legislative hearing on CAHA’s LD 1198 bill—An Act to Reduce Regulations to Rental Agents. This bill came about through the efforts of CMAOA and CAHA, beginning with the December 14, 2010 member meeting. A few legislators attended that meeting. LD 1198 would take back Radon testing to a tolerable limit, to the lowest livable level. It would change the “bed bug” language to preclude landlords from lending money to tenants to buy new furnishings. It would also bring the law back to charging tenants in the handling of their property such as storage before letting the property go, and to change energy efficiency ratings as being given only when the tenant asks for them. Also, President McNaughton explained the problem with LLCs when going to court for an eviction without representation.

Attorney Eric Dick briefly interpreted

LD 1070, which has nothing to do with landlords, and LD 1199, allowing the landlord for payment to cure.

Next, President McNaughton introduced Duke Dulac, who recently had an article written in the Capital Weekly regarding a tenant’s retaliation towards him (the landlord) because of an eviction notice the tenant received. Duke stated that the court extended the eviction to seven more days, then seven more days after that, and so forth. Until, by the time the tenant finally left, the apartment was left in shambles. Capital Weekly published a picture of the apartment, which was passed around to the members.

President McNaughton emphasized the importance for the members to show up at the legislative hearing on April 28, 2011, at 1:00 p.m. He described the procedure of how the legislative hearing is run. At this time he did not know if

the hearing would be held at the Cross Building or at the Capital. He stated that the Board will be phoning members within a few days of the hearing to prompt them into attending the hearing.

Motion was made by Ramona Venskus, and seconded by Stefanie Barley, for CAHA to pay for the refreshments at the LD 1198 legislation hearing. Motion passed unanimously. After a short discussion an amendment to the motion was made by Glen Guerrette, and seconded by Stefanie Barley, to place a ceiling of no more than \$200 for the refreshments. Motion passed unanimously.

Motion was made by Ramona Venskus, and seconded by Hal Booth, to adjourn the meeting at 8:32 p.m.

Sign-in sheet indicated 14 members attended.

**Respectfully submitted,
Barbara A. Eckhardt, Secretary**

**Minutes of Board Meeting – Capital Area Housing Authority (CAHA)
Held at the Senator Inn, Augusta, April 25, 2011**

After a social time, President John McNaughton opened the meeting at 6:01 p.m. with the following present:

Past President, Charles Anderson

Vice-President & Board Member, Glen Guerrette

Treasurer, Emmy Swanton

Secretary & Board Member, Barbara A. Eckhardt

Board Member, Gerard (Tiny) Bechard, Jr.

Board Member, Ratna Don

Board Member, Stefanie Barley

Board Member, Ramona Venskus

President McNaughton informed us of his concerns for the

many things we need to do in reforming the CAHA organization and that there were certain ideas of higher priority than others which need immediate attention. He stated that the most obvious one that was close on the horizon was the legislative hearing coming up on Thursday, April 28, at 1:00 p.m. He was extremely concerned about being behind the “curve ball” in effectively communicating this fact to the membership because nothing had been emailed out to them thus far. President McNaughton stated there were only a few days left to try to reach out to as many members as possible. He then explained to Stefanie exactly what

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lobbyist Dan Bernier’s impression was we went for too much, which may jeopardize some “buy ins” with what we already have. However, he thought we should push hard on, and would be successful with, 1) having a constable to serve, not just the sheriff; (2) repealing Radon testing to the lower level of the building; and (3) allowing landlords to treat their own properties for bed bugs because of the nature of the problem and the fact that the bill is not sustainable the way that it is currently set up. Dan felt that it is something landlords can “buy in on” because of what it is. He felt he can get a repeal on the energy disclosures, too. We should ask for a writ of possession issue at time of FED hearing in the package we are looking for, even though he did not think we’ll have a chance at getting that changed.

Dan felt that another LD at a future point would be to streamline the FED process along with theft of services and therapy pets. He suggested that if we do intend “hitting on” the FED process, we really need to do our research and find out what NH does, since NH supposedly does everything in one hearing. Dan indicated that it was critical to have no less than 50 people attend at the day of the hearing. At the end of the meeting, everyone agreed to reach out for different groups, which included Rumford and the Midcoast (Bath) group. Charlie stated he would reach out to Rockland.

President McNaughton reported that he had attended the LD 551 hearing on LLC members representing themselves. He gave a lengthy description of what he observed regarding that day and, again, stressed the importance to have at least 50

landlords present at hearings. President McNaughton suggested we will need someone (not necessarily a lawyer) who speaks well and is willing to basically give an unbiased statement in response to those who are against the bill.

Treasurer Emmy Swanton left the meeting at this point.

President McNaughton called upon Ratna to report on the oil contract review. Ratna distributed a diagram of the various oil companies whom our members are doing business with. Out of the 158 members who responded to the oil committee’s survey, the majority (57) members were buying from Downeast. Ratna’s only comment concerning the members’ dissatisfaction with the oil committee was having to be asked to switch oil companies every year for a better oil price.

Ramona was then asked to report on the annual banquet. She felt that the hall at the Elks’ Club was a good set-up, even though she felt there were some cuts in the meal. She stated that the meal wasn’t as good as last year’s. President McNaughton suggested we might want to be thinking about whom to have as a guest speaker at next year’s banquet. Ramona felt the vendors were good this year. However, when we do the gifts, we should have someone who is very witty. Also, it was suggested that there should be better signage directing the guests to the right entrance door to the hall.

VP Glen Guerrette arrived at this point.

President McNaughton returned our attention to the anticipated growth of CAHA’s membership, as it was already

March. A long discussion ensued. Glen suggested sending out mailers. President McNaughton informed him that “timing was everything” and that once the website was updated, we would have a calling campaign and actually have the prospective member sign up right then and there on the website, using his or her credit card. However, mailers would be a great precursor to that. Glen estimated that the updated website would probably be ready in June. The consensus was to gather names, in the same way realtors do, in order to establish a list of prospective members. Thus the following areas would be picked up by: Ramona - Augusta, Charlie - Gardiner, Stefanie - Hallowell, Tiny - Sidney, Glen - Manchester and Winthrop.

Stefanie reported on the newsletter, stating we would be using the Copy Center again. She did mention that Ramona had found another printer in Manchester who could do the printing in one day. Ramona suggested we stay with Cory. The flow of the newsletter is as follows: Stefanie receives the columns and minutes to proof-read and edit. Then they go to Cory for layout and formatting. Then Cory sends them to the printers. President McNaughton stated we need to consider having a quarterly newsletter.

Board Member Stefanie Barley left the meeting at this point.

Recap of the meeting: 1)Website proposals; 2)Mailer to be put together after database info comes in from Stefanie, Charlie, Tiny, and Glen; 3) Outreach phone campaign.

Meeting adjourned at 8:00 p.m.

**Respectfully submitted,
Barbara A. Eckhardt, Secretary**

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the email would consist of, as follows: making it more concise, having the newest talking point added, and including a copy of the judiciary committee spreadsheet. Stefanie assured him it would go out this very night.

Next, President McNaughton called for the approval of the minutes. Motion was made by Charlie, and seconded by Ratna, to approve the March 14, 2011, Board meeting minutes. Motion passed unanimously.

The Treasurer's report was the next agenda item. President McNaughton asked if there was any significant activity since the last meeting? Ratna questioned the insurance expense. He thought it was something new. However, CAHA has been carrying the policy for years. President McNaughton stated it was a comprehensive general policy covering liability and things like that. He then asked for the approval of the Treasurer's report. Motion was made by Charlie, and seconded by Tiny, to approve the April 25, 2011, Treasurer's report. Motion passed unanimously. A short discussion ensued concerning other expenses such as legislative expense and telephone expense, which is the cell phone. President McNaughton stated that he would like to, at some point, go item by item through all of our expenditures to see how CAHA's money was being spent.

Before going on to the next agenda item, President McNaughton reiterated his concern about the upcoming legislative hearing on LD 1198 by saying, "We are at a critical juncture for our association. One, we need a substantial showing at this hearing to gain credibility in front of the legislatures. Two, we need to show our value to CMAOA by engaging our members in keeping pace with their organization." He then went on to talk about preparing for the hearing day and for the members to all meet at the gathering place on State Street at 11:30 that morning. Then, together, the members would walk to the Capital Building to assure that no one would get lost for not knowing where to go.

The next agenda item concerned calling or emailing the judiciary committee (pink slip). President McNaughton wanted to know which Board member was willing to find out how the "pink slip" process worked. Charlie stated he would guess it would be the Committee Secretary. Charlie had emailed her name and number to President McNaughton earlier. President McNaughton then asked Charlie if he would be willing to contact her tomorrow to inquire about the "pink slip" process. Charlie agreed to do so.

President McNaughton led a discussion regarding CAHA's participation of costs with CMAOA; that is, the legislative breakfast, plus half the cost of the lobbyist Dan Bernier's efforts for LD 1198. His fee = \$1,500 per bill, so our cost is \$750. However, CMAOA paid another \$3,500 on top of that as a retainer. Stefanie wanted to know how effective Bernier was. President McNaughton stated he heard he was indispensable and that his initial impression of Dan Bernier was, "He is well received and he knows what he is doing." President McNaughton had given a rundown of all that Dan does as a lobbyist for CMAOA: Not only does he work on LD 1198, he watches for alerts, interprets all of the legislation coming down and sends it to CMAOA in order for them to see what could or shouldn't affect them and what not to spend time and energy on.

President McNaughton wanted to know how the Board felt about offering our help with the financial underwriting of the lobbyist on a per-member basis? He stated that one of the bills the lobbyist will next be tackling is the eviction process by simplifying it and making it more consequential for non-payment of rent. After a brief discussion, it was ascertained that the lobbyist would do this for CAHA as for CMAOA. The consensus was that CAHA would pay 30% or 1/3 of the lobbyist's cost. Motion was made by Stefanie, and seconded by Charlie, for CAHA to share the cost of the lobbyist with CMAOA, proportional to the number of members in each organization. Motion passed unanimously.

After a brief discussion regarding refreshments for the upcoming legislative hearing, motion was made by Charlie, and seconded by Ratna, to increase the budget allowance, if necessary, for the refreshments of the upcoming legislative hearing from \$200 to \$400. Motion passed unanimously.

At this point, Treasurer Emmy Swanton left the meeting.

President McNaughton directed our attention to the website development as the next item to work on after the legislative hearing. He stated he will be meeting with Lindsey Burrill at CMAOA in May to discuss our combining websites with them. He talked about the recent email he sent to us regarding Constant Contact. He stated Waterville is using it to get their messages out. Constant Contact also includes database management. The cost is \$15 a month. Motion was made by Charlie, and seconded by Stefanie, to adopt Constant Contact as our new emailing platform. Motion passed unanimously. A brief discussion followed, as Ratna brought forth another option for us to consider. President McNaughton stated we would consider the adoption of Constant Contact after reviewing the new option.

Other items of discussion are as follows:

Oil- President McNaughton suggested that the Oil Committee find out from the members whom they are buying from, then reverse our negotiating strategy. Rather than the Oil Committee negotiating for our members, whom we have no power over, it ought to go to the oil companies already being utilized by our members and ask for their best price.

Pest Control ~ Bug Busters, a local vendor run by two guys. President McNaughton does not feel we should just let vendors come in without be vetted by the board first. He felt they need to be invited in by the Board before they talk to the members. However, he stated that Bug Busters is being used by many members in CMAOA along with other CAHA members because they are reasonably priced. The consensus was for the Board to invite them in for a ten-minute presentation.

Recap of meeting: 1)Stefanie would send out the legislative hearing email to the members; 2)Charlie would contact the Legislative Committee Secretary and report back to President McNaughton; 3)President McNaughton to talk with Lindsey Burrill at CMAOA in May regarding combining websites.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Barbara A. Eckhardt, Secretary

Minutes of Board Meeting – Capital Area Housing Authority (CAHA)
Held at Roosters, Augusta, May 17, 2011

After a social time President John McNaughton opened the meeting at 6:45 p.m. with the following present:

Vice-President & Board Member, Glen Guerrette
Secretary & Board Member, Barbara A. Eckhardt
Board Member, Ratna Don
Board Member, Ramona Venskus

Since President McNaughton called the Board meeting on short notice, the Secretary did not have the minutes of the last meeting prepared to vote on. Motion was made by Ramona, and seconded by Ratna, to table the voting of the April 25, 2011 Board meeting.

Before going on to the Treasurer's report, President McNaughton gave an update on CAHA's insurance policy, as Ratna had questioned it at the April 25, 2011 Board meeting. The insurance policy protects the Board's officers and members from being sued. The insurance has never been used in the 30 years CAHA has been running. CAHA was covered for a million dollars with an \$1100 deductible until President McNaughton recently authorized the insurance company to raise it to a \$2500 deductible, which lowered the cost of the policy.

Prior to meeting with the Board this evening, President McNaughton had consulted with Treasurer Emmy Swanton. He stated there were no changes in the Treasurer's report since its approval at the April 12, 2011 Member meeting. Emmy will have a current Treasurer's report at the June meeting.

President McNaughton stated he would like CAHA to have a strong alliance with CMAOA while maintaining its full autonomy. He informed us that the Lewiston/Auburn Landlord Association (LALA) were very impressed with CAHA and CMAOA's efforts when they came to the LD 1198 hearing in April. Since that time, LALA has officially resigned from the MAOMA organization and is looking to join with CMAOA.

Glen stated he likes the idea that CAHA would remain its own group and Ratna agreed. After a lengthy discussion, the plusses for CAHA aligning with CMAOA were:

- 1) sharing of the website; however, CAHA would maintain its own page and domain;
- 2) sharing in CMAOA's substantial newsletter, even though the vendor relations need to be worked out;
- 3) sharing CMAOA's potential Executive Director who

would do the bidding of the Board; however, the cost hasn't been established yet.

President McNaughton stated that if we didn't end up aligning further with CMAOA, then we would still plow ahead in upgrading the website, which will cost us thousands of dollars. Since this would cost us a lot of money, it only makes sense to integrate our staff, their newsletter, and website. At the same time, however, we cannot take anything for granted; therefore, we need to maintain our autonomy."

A short discussion ensued when Ramona suggested that CAHA and CMAOA share the annual banquet. It was felt that there were a couple of differences between the two groups to take into consideration before an agreeable compromise could take place. For instance, CAHA holds their annual banquet in the winter, CMAOA holds theirs in the summer; CAHA's members are in the Augusta area, CMAOA's members are in the Waterville area.

President McNaughton stated we should be thinking of hiring a part-time staff person to work one day a week for CAHA. However, he did not know what it would cost yet. One of the main tasks of the part-time staff would be to contact former members and let them know what CAHA has done for them recently.

The next item of discussion was the oil. President McNaughton referred to the statistics Ratna had kindly put together at a former Board meeting. He stated that we should talk about a multi-year contract and the importance of service contracts and getting direct prices on service contracts." President McNaughton is hoping that Lindsey from CMAOA, Glen, and he can meet with Downeast and J & S soon.

The last agenda item discussed and voted on was to hold the Board and Member meetings on the same evening. President McNaughton gave the Board time to thoroughly consider the matter. Motion was made by Ratna, and seconded by Glen, to have a Board meeting at 5:30 p.m. to 7:00 p.m. once a month initially at the Kennebec Valley Credit Union and the general member meeting at 7:00 p.m. Motion passed unanimously.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,
Barbara A. Eckhardt, Secretary

Newsletter & e-mail information update

Thank you for taking the time to read our Fall 2011 newsletter.

With our new quarterly publishing schedule we expect newsletters to be out before our meetings in December, March and June. Please make sure you are signed up to receive the newsletter by e-mail to ensure timely receipt of the newsletter, as well as other pertinent information that may arise during the months a newsletter is not published. The newsletter is sent out by e-mail as an Adobe Acrobat document so Adobe's Acrobat Reader must be installed in order to open and read the newsletter. If you are not currently on CAHA's e-mail list please contact a Board Member to be added to it.

We'll see you at the next meeting.

Sincerely,
CAHA Officers and Board of Directors



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