



P.O. Box 2901, Augusta, ME 04338-2901 \* (207) 512-2180



# October 2015

## Newsletter

### CAPITOL AREA HOUSING ASSOCIATION

#### “LANDLORDS WORKING TOGETHER”

## Officers

### President

### Secretary

**Barbara Eckhardt**  
[eckhardt@roadrunner.com](mailto:eckhardt@roadrunner.com)

### Treasurer

**Sue Barrows**  
[sue@rampropertymanagement.com](mailto:sue@rampropertymanagement.com)

## Board of Directors

**Charlie Anderson**  
[speakez99@yahoo.com](mailto:speakez99@yahoo.com)

**Sue Barrows**  
[sue@rampropertymanagement.com](mailto:sue@rampropertymanagement.com)

**Cheryl Dostie**  
[sprmom005@yahoo.com](mailto:sprmom005@yahoo.com)

**Ratna Don**  
[ratnadon44@yahoo.com](mailto:ratnadon44@yahoo.com)

**Barbara Eckhardt**  
[eckhardt@roadrunner.com](mailto:eckhardt@roadrunner.com)

**John McNaughton**  
[mcn1@roadrunner.com](mailto:mcn1@roadrunner.com)

**Ramona Venskus**  
[ramona@NewcomerRelocation.com](mailto:ramona@NewcomerRelocation.com)

**Royce Watson**  
[listmaine@yahoo.com](mailto:listmaine@yahoo.com)

Dear CAHA Members,

CAHA is looking for businesses that are willing to give discounts to our members. In return those businesses may advertise in our newsletter free of charge. If you or somebody you know own a businesses and would like to advertise in CAHA newsletter, please contact Ramona Venskus at [ramona@NewcomerRelocation.com](mailto:ramona@NewcomerRelocation.com) or (207) 622-4312.

We are getting close to the beginning of the New Year. Elections for board and offices will be held at the banquet on Tuesday, February 9, 2016. Anyone interested in becoming a board member or officer, please notify a current board member of their intention to run via telephone or email.

CAHA Board of Directors

## What Landlords Should Know About The Security Deposit:

- **Security Deposit Maximum:** No more than two months' rent (§6032)
- **Security Deposit Interest:** Not required (§6038)
- **Separate Security Deposit Bank Account:** Security deposits may not be commingled with any other funds, but the landlord may use a single account to hold security deposits from all tenants. At tenant request, a landlord shall disclose the name of the institution and the account number where the security deposit is being held. (§6038) Landlords may offer, but not require, a tenant the option to purchase a surety bond in lieu of a security deposit. (§6039)
- **Pet Deposits:** No statute
- **Non-Refundable Fees:** No statute

Continued on page 3

**Board Meeting Minutes**  
**Capital Area Housing Association (CAHA)**  
**Held at KV Federal Credit Union, Augusta**  
**June 9, 2015**

Board of Director Ratna Don opened the meeting at 6:00 p.m. with the following present:

Secretary and Board Member Barbara Eckhardt  
Board Member Cheryl Dostie  
Board Member John McNaughton  
Board Member Ramona Venskus  
Board Member Royce Watson

**Minutes:** Motion was made by John, and seconded by Cheryl, to approve the May 19, 2015 Board Meeting minutes with change from KV Federal Credit Union to Kennebec Savings Bank. Motion passed unanimously.

**Treasurer's Report:** Motion was made by John, and seconded by Cheryl, to have Royce's name included on the Kennebec Savings Bank and KV Credit Union's accounts. Motion passed unanimously.

Emmy Swanson's name will be taken off all bank accounts.

**The Purchasing of Quick Books:** The Board of Directors were concerned about Sue Barrows, who was not present at the meeting, and her recent purchase of an updated 2015 version of a Quick Books program, her commitment to the Treasurer's position, and CAHA's options, if she was not committed. It was the consensus of the Board to have John inform Ratna of Sue's response to John's recent voice mail message to her.

**Oil Committee:** There was a short discussion concerning the oil contracts, as CAHA was still waiting to receive J & S's contract and monthly adman fee. It was the consensus of the Board to have Royce contact the oil company concerning this matter.

**Newsletter for June:** It was the consensus of the Board for Ratna to gather the materials to give to Lisa Montagna to place in the June Newsletter; this includes both J & S and Fielding's oil contract information and three recent Board meeting minutes -- March 19, April 23, and May 19.

**CAHA Insurance:** Motion was made by Cheryl, and seconded by John, to cancel CAHA's standard insurance policy when it comes due this summer and to give Royce the authority to sign off on it. Motion passed unanimously.

**Advertisement Letter for Vendors:** Ramona will present the edited letter for the Board to review at the September Board meeting.

**CAHA Operations:** It was the consensus of the Board for Ratna to continue the management of the database until February 2016 in order to give Sue time to get up-to-speed on her treasurer's duties.

Ratna gave a short demonstration of the access database of the accounts for the Board of Directors.

Motion was made by Cheryl, and seconded by Ramona, to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Barbara A. Eckhardt, CAHA Secretary

## What Landlords Should Know About The Security Deposit:

- **Deadline for Returning Security Deposit:** For written rental agreements, deposit shall be returned within the time stated in the agreement, but not to exceed 30 days. In the case of a tenancy at will, deposit shall be returned within 21 days after the termination of the tenancy or the surrender and acceptance of the premises, whichever occurs later. (§6033)
- **Permitted Uses of the Deposit:** Reasons for which a landlord may retain all or part of the deposit include, but are not limited to,
  - covering the costs of storing and disposing of unclaimed property;
  - nonpayment of rent;
  - and nonpayment of utility charges that the tenant was required to pay directly to the landlord. (§6033)
- **Require Written Description/Itemized List of Damages and Charges:** Yes (§6033)
- **Record Keeping of Deposit Withholdings:** No statute
- **Receipt of Deposit:** Required for payments in cash (§6022)
- **Failure to Comply:** If a landlord fails to provide a written statement or to return the security deposit within a maximum of 30 days for written leases, as stated in the lease, or within 21 days for tenancies at will, the landlord forfeits the right to withhold any portion of the security deposit. (§6033)
- **Wrongful Retention of Deposit:** If the landlord wrongfully and/or intentionally withholds the security deposit and/or fails to provide an itemized statement within a maximum of 30 days as defined within written leases, or within 21 days for tenancies at will, renders the landlord liable for double the amount of the portion of the security deposit wrongfully withheld, plus reasonable attorney fees and court costs. (§6034)
- **Exemptions:** The statutes regarding security deposits do not apply to any tenancy for a dwelling unit which is part of a structure containing no more than 5 dwelling units, one of which is occupied by the landlord. (§6037(2))

For more information read Maine Revised Statutes Title 14 (Chapter numbers are in the brackets) or contact a lawyer for legal advice.



We deliver quality home heating oil, kerosene and propane to homes and businesses throughout the communities of Central Maine. We are happy to assist you in ordering fuel, setting up credit or with any questions you may have. Call us at (207) 626-2714.



Fielding's Oil & Propane is proud to serve the members of CAHA with all of their heating needs and looks forward to having a long relationship with the organization. Call us and you will see how dedicated we really are. (207) 623-3322

<p><b>Newcomer Relocation Services</b>          "Upscale Rentals"          Phone/Fax: 622-4312          Cell: 446-4312  <i>ramona@NewcomerRelocation.com</i>          www.NewcomerRelocation.com          No application fee for CAHA members</p>	<p><b>Liberty Mutual</b>  <b>(207) 622-0518</b>  <b>Darryl Arnold (x-52909)</b>          New Auto and Home Insurance Benefit          CAHA member benefits include savings on auto and home insurance! Purchase high-quality auto, home, condo, and renters insurance at low group rates.</p>	<p><b>Gosline's Hardware</b>          (207) 582-1900          563 Maine Ave.          Farmingdale, ME          Paint, paint supplies, plumbing, heating, electrical, lawn &amp; garden, hand &amp; power tools.</p>	<p><b>Northeast Bank</b>          (207) 623-0303          Cell: (207) 446-0990          Mortgage loans for residential and investment properties  <i>ssachs@northeastbank.com</i>          \$250.00 discount on already low closing costs.</p>
<p><b>Sherwin Williams</b>  <i>Paint + Paint Supplies</i>          (207) 622-6818  <i>sw5736@sherwin.com</i>  <i>All painting accessories</i>  <i>15% off list price everyday!</i>  <i>20% off many case lots!</i></p>	<p><b>Your Ad Can Go Here</b></p>	<p><b>Eric S. Dick, Esq.</b>  <b>Farris, Foley &amp; Dick, P.A.</b>          (207) 622-5872  <i>ffdlaw@gwi.net</i>          Discount off regular hourly rate to CAHA member on landlord/tenant matters</p>	<p><b>Your Ad Can Go Here</b></p>

  
 Capital Area Housing Association  
 P.O. Box 2901  
 Augusta, ME 04338-2901