



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



April 2016

CAPITOL AREA HOUSING ASSOCIATION

“LANDLORDS WORKING TOGETHER”

## Officers

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### Secretary

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## Board of Directors

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## Secretary's Message

On behalf of the Board of Directors, I would like to thank the Capital Area Housing Association (CAHA) members who took the time to fill out the Member Questionnaire Ratna Don included in your renewal packet. You will find the results of the “yes” answers in the March 8, 2016 Executive Committee Meeting minutes included in this newsletter. Your feedback was greatly appreciated by the Board of Directors. From the results of your responses, it shows that the majority of the members do approve of CAHA’s lobbying and support of landlord friendly bills that appear before the Maine Legislature, as well as CAHA’s opposing bills appearing before the Maine Legislature that are detrimental to landlords.

However, despite our great efforts LD-1601-An Act to Implement the Recommendation of the Task Force to Ensure Integrity in the Use of Service Animals was recently vetoed by the Governor because it did not address the problem in the clarification of Maine Law. LD-1601 was the replacement bill that asked the legislature to approve the findings and recommendations of the Service Animal Task Force for LD-221-An Act to Amend the Laws Regarding Service Animal Housing Accommodations.

Also, as a result of your response to the Member Questionnaire, several members have showed interest to have regular meetings again. Therefore, the Board of Directors are looking into bringing in speakers on topics that would be of interest to the members. If you have something special you would like to hear or learn about, please let the Board of Directors know. All suggestions will be gladly received. Happy Spring!

*Barbara Eckhardt*  
CAHA Secretary

Board Meeting Minutes  
Capital Area Housing Association (CAHA)  
Held at the Senator Inn, Augusta, ME  
January 21, 2016

Secretary & Board Member Barbara Eckhardt opened the meeting at 5:51 p.m. with the following present:

Treasurer and Board Member Ratna Don  
Board Member Charlie Anderson  
Board Member Cheryl Dostie  
Board Member Ramona Venskus  
Board Member Royce Watson

**Business:**

Motion made by Charlie, and seconded by Ratna, to approve the December 18, 2015 Board minutes. Motion passed unanimously.

Motion made by Charlie, and seconded by Ramona, to approve the December 17, 2015 special Board minutes. Motion passed with 5 yeas and 1 nay. The Board of Directors were given a copy of the recorded notes of the December 17, 2015 special Board meeting for their review. A copy of the recorded notes will be filed with the minutes.

At 6:15 p.m. the Board of Directors stopped for a dinner break and resumed at 6:45 p.m.

**Treasurer's Report:**

Motion was made by Charlie, and seconded by Royce, to approve the Treasurer's report. Motion passed unanimously.

**Update on Audit of CAHA Book:**

Motion was made by Charlie, and seconded by Cheryl, to accept the audit report by Emmy Swanson. Motion passed unanimously.

**Status of Names on CAHA Bank Accounts:**

Ratna and Royce confirmed that Ramona, Ratna, and Royce's names are on all CAHA bank accounts.

**Legislative Update:**

Ratna reported that Judiciary Committee had again postponed LD 221 work session to another date, as the Judiciary Committee is waiting for the report from a commission which was formed to find facts about Service Animal Housing Accommodations, an integrity task force, which Dan Bernier is on.

**Update on Admin Fees from Fielding's and J&S Vendors:**

Ratna stated that Fielding's will continue to remit admin fees to CAHA. However, J&S wasn't going to remit admin fees to CAHA because there was no contract written for this provision. It was the consensus of the Board to revisit J&S in March or April to negotiate a new contract with them.

**CAHA's Annual Filing With the State of Maine:** Sue emailed her report to the Board concerning her meeting with Eric Dick, clerk, in regards to lowering his billing for the annual State of Maine filing. Sue reported: On the invoice he itemizes the breakdown of the bill. Normally he is \$500 for other corporations and LLC's. CAHA gets a discount. He's \$250/hour. CAHA gets \$175 or \$200 he thought. Due to already giving CAHA lower billing than what he normally does, he "just doesn't see how he could trim it more." Due to CAHA's clerk's high cost for the annual State of Maine filing, the Board of Directors are considering an alternative approach, no later than May, to CAHA's annual filing with the State of Maine.

**Update on Lisa Montagna's Resignation:** Ratna stated Lisa Montagna had never signed a contract with CAHA and, therefore, CAHA will not receive a written resignation from her. However, John stated in a recent email that Lisa is intent on moving forward with her resignation but will finish up on anything outstanding.

**Update on CAHA Annual Banquet:** Ramona stated she will be sending out the list of vendors to the Board for door prizes. Charlie committed himself to contact a few vendors. Sue has already reported to the Board, via email, the vendors she had recently contacted.

**Update on Newsletter Assembling, etc.:** Motion made by Charlie, and seconded by Royce, to have Ratna assemble the newsletter until the Board of Directors create a job description for this task and that Ratna would be paid \$50 per newsletter. Motion passed unanimously.

**February Newsletter:** Barbara will write a statement for the February newsletter.

**New Ways of Improving Membership:** Tabled

**CAHA's Operating Procedures and/or Expenses (Cost of a Staff Person, Cost of a CAHA Office in Augusta, Cost of Board Members Eating Free Meals at Board Meeting, CAHA Joining with CMAOA, Life Time Membership to Previous CAHA Presidents, Treasurers, and Secretaries:** Tabled

**New Business:** Motion made by Charlie, and seconded by Royce, for CAHA to provide Ratna with the ability to buy software in order for him to post heating fuel to the web site and to charge it to CAHA's account at a cost not to exceed \$250. Motion passed unanimously.

Motion was made by Charlie, and seconded by Royce, to hire Ratna to post oil prices to the website after Lisa Montagna relinquishes this job task and to pay Ratna \$70 a month. Motion passed unanimously.

Royce is looking for CAHA to have a written job description on all administrative duties that Ratna and Lisa have or are performing for the association.

Motion made by Ramona, and seconded by Cheryl, to adjourn at 8:28 p.m.

Respectfully submitted,  
Barbara A. Eckhardt, Secretary

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Minutes of Annual Board Meeting  
Capital Area Housing Association (CAHA)  
Held at the Elks Club, Augusta  
February 9, 2016

Board Director and former President Charles Anderson opened the meeting at 8:40 p.m. with the following present:

Secretary & Board Member, Barbara Eckhardt  
Board Member, Sue Barrows  
Board Member, Cheryl Dostie  
Board Member, Ramona Venskus  
Board Member, Royce Watson

Motion was made by Cheryl Dostie, and seconded by Ramona Venskus, to nominate Ratna Don as Treasurer of CAHA. Motion passed unanimously.

Motion was made by Cheryl Dostie, and seconded by Ramona Venskus, to nominate Barbara Eckhardt as secretary of CAHA. Motion passed unanimously.

Further business was conducted concerning a letter Cheryl Dostie presented to the Board. The letter was from the City of Augusta informing Cheryl of several fire and safety code violations they found in one of her rental units.

Motion was made by Barbara Eckhardt, and seconded by Ramona Venskus, for CAHA to allocate funds for Cheryl's consultation with Eric Dick, Clerk, concerning the City of Augusta's Life Safety Codes and its effects on CAHA members. Motion passed unanimously. It was also the consensus of the Board for Sue Barrows' daughter Bridgette, a paralegal, Charlie and Royce to sit in on the consultation.

Bridgette Barrows and George O'Keefe indicated their interest to become CAHA members.

Motion was made by Barbara Eckhardt, and seconded by Ramona Venskus, for CAHA to join the Chamber of Commerce. Motion passed unanimously.

Motion was made by Ramona Venskus, and seconded by Sue Barrows, to adjourn the meeting at 9:25 p.m.

Respectfully submitted,

Barbara Eckhardt, CAHA Secretary

Executive Committee Meeting Minutes  
Capital Area Housing Association (CAHA)  
Held at the Senator Inn, Augusta, Maine  
March 8, 2016

CAHA Secretary and Board Member Barbara Eckhardt opened the meeting at 5:31 p.m. with the following present:

Treasurer, Ratna Don  
Board Member, Charlie Anderson  
Board Member, Cheryl Dostie  
Board Member, John McNaughton  
Board Member, Ramona Venskus  
Board Member, Royce Watson  
Guest, CAHA Member, Wayne Niles

**Motion** was made by Charlie, and seconded by Barbara, for CAHA to pay for Wayne Niles' meal. Motion passed unanimously.

**Motion** was made by Cheryl, and seconded by Royce, to approve the January 21, 2016 Board Meeting Minutes. Motion passed unanimously.

**Motion** was made by Ramona, and seconded by Charlie, to approve the February 9, 2016 Annual Board Meeting. Motion passed unanimously.

**The February 9, 2016 Annual Regular Meeting Minutes for Discussion:**

The discussion concerned CAHA conducting a regular meeting in April in order for the members to vote on the above minutes instead of waiting to vote on them at the annual meeting in February 2017. The consensus was to start regular minutes again, as several members would like to attend them. However, no date was set to do this at this time.

**Motion** was made by Cheryl, and seconded by Charlie, to approve the January 1 through March 7, 2016 Treasurer's report. Motion passed unanimously.

At 6:00 p.m. dinner break and meeting resumed at 6:35 p.m.

**Treasurer's Member Questionnaire Update:**

Ratna submitted the results of the member's responses to the 2016 questionnaire that was mailed with the renewal forms.

Below are the percentages of the yes answers out of the 115 responses received:

Question #1- 63% of the members were motivated to join CAHA primarily by the heating fuel discount.

Question #2- 97% approved CAHA's lobbying and support of landlord-friendly bills that appear before the Maine Legislature.

Question #3- 95% approved CAHA's opposing bills appearing before the Maine Legislature that are detrimental to landlords.

Question #4- 40% of the members would be willing to attend and or testify before the Legislative committee at the State House.

Question #5- 15% of the members are willing to increase their involvement in CAHA.

Question #6- 34% of the members will attend if we conduct monthly member meetings.

Questions #7- 31% of the members said that having the meal at the annual meeting is important.

Question #8- 32% of the members said that having the door prizes at the annual meeting is important.

Question #9- 46% of the members are willing to offer free lifetime memberships to former CAHA presidents, secretaries and treasurers who have served at least a full calendar year, as long as each person owns rental properties.

### **Cheryl Dostie's Consultation with Eric Dick, Clerk, Update:**

Cheryl stated that Eric Dick wanted to give her reasonable legal advice. However, he felt for her or any landlord to legally challenge City Hall concerning its Life Safety Codes would be very costly, especially when she or other landlords could possibly lose.

### **Board of Director Sue Barrows' Resignation:**

**Motion** was made by Charlie, and seconded by Ramona, to accept Sue Barrows' resignation. Motion passed unanimously.

**Legislative Update LD 221:** Still in work session.

**Oil Committee to follow up with J&S to negotiate a new contract with them:** Tabled until April Board meeting.

### **CAHA's Annual Filing with the State of Maine before May:**

**Motion** was made by Charlie, and seconded by Ramona, to continue to have Eric Dick process CAHA's annual filing with the State of Maine in May. Motion passed unanimously.

### **Update on Annual Banquet, Vendor Thank You Notes or Letter:**

Ramona stated she will provide the thank you letters for the Board of Directors to sign at the April 2016 Board meeting for mailing to the vendors.

### **Guest CAHA Member Wayne Niles:**

Wayne came as a volunteer to give the Board of Directors information concerning references to code enforcement inspections in Maine. There is an association, The Maine Building Officials Inspectors Association ([www.MBOIA](http://www.MBOIA)), which is made up of active and inactive building officials, inspectors, planners and officials of a municipality or of the State of Maine. MBOIA has links to standard forms and permit applications; plus, a newsletter, *The Enforcer*, which is chock full of 21 pages of information concerning codes. For example, on page 21 of the January 2016 issue there is an article regarding egress window requirements in existing buildings. MBOIA is affiliated with the Maine Municipal Association and the International Code Council (ICC).

**Motion** was made by Cheryl, and seconded by Charlie, to adjourn the meeting at 7:47 p.m.

Respectfully submitted,

Barbara Eckhardt, Secretary



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