

BRUNSWICK HOUSING AUTHORITY
12 STONE STREET P.O. BOX A
BRUNSWICK, MAINE 04011

BOARD OF COMMISSIONERS
BRUNSWICK HOUSING AUTHORITY

Woodlawn Tower Community Room

(Location)

April 5, 2022

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for April 5, 2022. There being a quorum present, Chairman MacLeod, called the meeting to order at 12:51 PM.

1. Roll Call

Present: Chairman Jim MacLeod, Vice-Chair Jane Scease, Commissioners Crystal King John Gallagher (left at item 6a), and Secretary Hodge

Absent: Commissioners: Anne George, Russell Pierce, Roslyn Martin

Guests: Michael Veilleux, BHA Staff: Director of Finance Mark Galvez, Director of Administration Alicia Cash, Director of Housing Libby Bernier-Michaud

2. Member Additions to the Agenda

Commissioner King motioned to add a discussion of the Remote Participation Policy as item 5b with a second from Commissioner Gallagher; motion approved: Yea – 3; Nay -0; Abstention – 1 (Vice-Chair Scease was out of the room)

3. Approval of Minutes

The minutes of the March 8, 2022 Regular Meeting were previously distributed.

Commissioner King motioned to approve the minutes, with a second from Commissioner Gallagher; motion approved: Yea – 3; Nay – 0; Abstention – 1 (Vice-Chair Scease was out of the room)

4. Public Comments

None

5. New Business

a. Review and Approve Annual Agency Plan for FY 2023: After a brief discussion of the previously distributed handout, Commissioner Gallagher motioned to authorize the submission of the Annual Agency Plan as provided, with a second from Commissioner King; motion approved: Yea – 4; Nay – 0

b. Remote Participation Policy: Secretary Hodge presented the board with a proposed Remote Participation Policy outlining when remote presence is appropriate for participation in public meetings and proceedings and after a brief discussion, Vice-Chair Scease moved to approve the Remote Participation Policy as presented with a second from Commissioner King, motion voted: Yea – 4, Nay – 0

6. Old Business

- a. Provide Update on Covid19 Response: Secretary Hodge informed the board, that BHA is still operating with a relaxed status at this time.
- b. MRRA Access @ Old Gurnet: Secretary Hodge let the board know that there has been no communication from the Town at this point, he will keep the board updated when discussions resume.
- c. New Office Hours: Secretary Hodge let the board know that a mailing had gone out to all residents and participants notifying them of the May 1st change in hours as well as a public notice put on the website inviting anyone with questions or concerns to get in touch via email. At this time there has been no comments or concerns regarding the change.

7. Communications

Staff member Mark Galvez reviewed the Financial and Utilization Reports, staff member Libby Bernier-Michaud reviewed the Occupancy Reports. Secretary Hodge also let the board know that during his upcoming vacation if any questions should arise, Libby Bernier-Michaud will be the point of contact in his absence.

8. Executive Session:

None

9. Adjournment:

The Chairman declared the meeting adjourned at 1:16 PM

The next meeting will be held Tuesday, May 10, 2022

5/10/2022
Approved



John A. Hodge, Secretary