

**GREATER BRUNSWICK HOUSING CORPORATION  
12 STONE STREET P.O. BOX A  
BRUNSWICK, MAINE 04011**

**BOARD OF DIRECTORS  
GREATER BRUNSWICK HOUSING CORPORATION**

30 Water Street, Woodlawn Tower Community Room  
March 8, 2022

The Regular Meeting of the Board of Directors of the Greater Brunswick Housing Corporation was called for March 8, 2022. President MacLeod called the meeting to order at 12:00 PM.

**1. Roll Call**

Present: President Jim MacLeod, Vice-President Jane Scease, Directors: John Hodge, Russell Pierce (arrived at item 5a), John Gallagher, Roslyn Martin, Michael Veilleux, Thomas Schmoller

Absent: Directors: Sue Sullivan, Anne George, Crystal King

Guests: BHA Staff: Director of Finance Mark Galvez, Director of Facilities Norm Fecteau, Director of Housing Libby Bernier-Michaud, Director of Administration Alicia Cash

**2. Member Additions to the Agenda**

None

**3. Approval of Minutes**

The minutes of the February 8, 2022 Regular Meeting were previously distributed. Director Veilleux moved to accept the minutes as presented, with a second from Vice-President Scease voted: Yea – 6, Nay – 0, Abstention – 1 (Director Schmoller)

**Public Comments**

None

**4. New Business**

- a. 5 Year Capital Improvement Plan: After Director Hodge and Norm Fecteau, Director of Facilities went over the previously distributed 5 year plan and answered questions, Director Gallagher moved to accept the 5 Year Capital Improvement Plan as presented, with a second from Director Schmoller voted: Yea – 8, Nay – 0
- b. Review Tenant Selection Plan for GBHC Managed Properties: Director Hodge explained to the board that when we converted public housing to project based vouchers, the old Administrative and Continued Occupancy Plan (ACOP) was no longer valid. A new policy which does not reference Public Housing and is adopted for all units managed by GBHC will allow staff to be consistent with leasing units across the different developments. After an overview of the plan, Director Veilleux moved to adopt the Tenant Selection Plan with revisions to include descriptions of

the developments in Appendix A, with a second from Director Gallagher, motion voted: Yea – 8, Nay – 0

- c. Speed Indicator Sign for Perryman Village: Director Hodge informed the board that he received a petition from 14 residents of Perryman Village requesting something be done regarding vehicles speeding through the property. The petition was also sent to members of the Town Council of whom Director Hodge has been in contact with. Director Hodge wants the record to reflect the petition was discussed with the full Board and they have considered their request. As such, Director Hodge proposed the purchase of a speed indicator sign. He will also send a notice to residents letting them know their petition has been considered and that installing the speed indicator sign will commence in the spring but that ultimately the responsibility lies with the tenants and their guests to uphold the proper speed limit as well as supervising their children. Vice-President Scease moved to approve the purchase of the speed indicator sign with a second from Director Martin; voted Yea – 8; Nay – 0

## 6. Old Business

- a. THA Development Plans, Fairview Commons: Director Hodge informed the board that he received a response from MSHA that the application submitted was incomplete and that the requested revision were made and resubmitted. He received acknowledgment that MSHA had received the revision but has had no other contact. Director Hodge also noted that the landowner had agreed to extend the option to April and the THA will be closing on the purchase of the land soon with Bath Savings financing 80% of the cost and Evernorth at 20%.
- b. Update: Status of 811 Property Transfer: Director Hodge reported that a Purchase and Sales Agreement had been finalized and is working towards a closing. MSHA assignment of a small grant and necessary forms are almost ready to be submitted to HUD. Once this is finalized, Sweetser will be given permission to transfer the property to GBHC. Director Hodge and Director of Facilities, Norm Fecteau conducted a second inspection of the property, the results were favorable in that the units are well maintained and the building is in decent condition with no significant issues observed.

## 7. Communications

Staff member, Mark Galvez reviewed the Financial Reports and Staff member Libby Bernier-Michaud gave the Occupancy Reports.

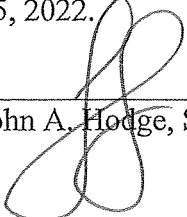
## 8. Executive Session:

Vice-President Scease moved to enter into executive session to discuss Real Estate Transactions whereby premature disclosure may jeopardize the GBHC's bargaining position with a second from Director Hodge to include staff in the executive session. Entered into Executive Session at 1:12pm and exited at 1:38pm.

## 9. Adjournment

The President declared the meeting adjourned at 1:39 PM.  
The next regular meeting will be held Tuesday, April 5, 2022.

S/10/2022  
Approved

  
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John A. Hodge, Secretary