

**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  
June 14, 2022

The Regular Meeting of the Board of Directors of the Greater Brunswick Housing Corporation was called for June 14, 2022. President MacLeod called the meeting to order at 12:01 PM.

**1. Roll Call**

Present: President Jim MacLeod, Vice-President Jane Scease, Directors: John Hodge, Russell Pierce, John Gallagher, Michael Veilleux, Thomas Schmoller, Roslyn Martin, Crystal King

Absent: Directors: Sue Sullivan, Anne George,

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**

Director Veilleux motioned to add a discussion regarding the Town of Brunswick's proposed moratorium on housing development projects with a second from Director Hodge and a unanimous vote by those present, the discussion was added as item e to new business.

**3. Approval of Minutes**

The minutes of the May 10, 2022 Regular Meeting were previously distributed. Director Veilleux moved to accept the minutes as presented, with a second from Vice-President Scease voted: Yea – 9, Nay – 0

**4. Public Comments**

None

**5. New Business**

- a. Collection Loss Write Offs FY 2022. The Board reviewed the previously distributed write offs and after a brief discussion, Director Pierce motioned to approve the write offs for FY 2022 with a second from Director Veilleux. The vote was Yea – 9, Nay – 0
- b. Review and Approve Budget for FY 2023: Mark, Director of Finance and Director Hodge reviewed the proposed budget, pointing out the increase in staff compensation due to inflation and the competitive workforce. Director Gallagher motioned to accept the provided budget with a second from Director King. Motion approved: Yea – 9, Nay – 0

c. Discussion New Office/Old Office Conversion: Director Hodge informed the board that Carol Morrisette, Architect with RDS Architects met with the town planning staff to review zoning in order to submit her proposal. Director Hodge further discussed that Carol's recommendation is option 2 as provided in the previously distributed proposal. After a brief discussion, Director Veilleux moved to accept the proposal with a second from Director Gallagher. Motion approved: Yea – 9; Nay – 0

d. Election of Officers: Secretary Hodge motioned to nominate the present slate of officers: James MacLeod, President, Jane Scease, Vice-President and John Hodge, Secretary/Treasurer for the next year. With no other nominations, the slate of officers was approved: Yea – 9; Nay - 0

e. Town of Brunswick Proposed Emergency Moratorium: Director Hodge updated the board that the Town of Brunswick is looking to adopt an emergency moratorium restricting housing projects that do not include a percentage of affordable units. It was a consensus of the board that they are not in support of the moratorium and would have Director Hodge provide comments to the Town for the meeting.

## 6. Old Business

- a. THA Development Plans, Fairview Commons: Director Hodge informed the board that they are not making much progress, the contractor bid has come in high and trying to bring the cost down, they will be looking into other options at this point in order to get the costs for the project down.
- b. Update: Status of 811 Property Transfer: Director Hodge updated the board that MSHA has agreed to release the grant and not assign to the new owner, they are working on getting documentation from MSHA to include with the application to HUD and hopefully submitting by end of June.

## 7. Communications

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

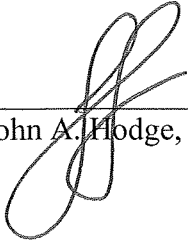
## 8. Executive Session:

Director Hodge 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 Vice-President Scease to include staff in the executive session. Motion approved 9-yeas; 0-nays. Entered into Executive Session at 1:09pm and exited at 1:31 pm. No action was taken.

## 9. Adjournment

The President declared the meeting adjourned at 1:31 PM. The next regular meeting will be held Tuesday, August 9, 2022.

8/9/2022  
Approved

  
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John A. Hodge, Secretary