

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

**BOARD OF COMMISSIONERS  
BRUNSWICK HOUSING AUTHORITY**

12 Stone Street, Brunswick: BHA Conference Room

*(Location)*

November 8, 2022

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for November 8, 2022. There being a quorum present, Chairman MacLeod, called the meeting to order at 1:23 PM.

**1. Roll Call**

Present: Chairman Jim MacLeod, Vice-Chair Jane Scease, Commissioners: Anne George, John Gallagher, Roslyn Martin, Crystal King, Michael Veilleux and Secretary Hodge

Absent: None

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

**2. Member Additions to the Agenda**

None

**3. Approval of Minutes**

The minutes of the October 11, 2022 Regular Meeting were previously distributed. Commissioner George motioned to approve the minutes, with a second from Commissioner Gallagher. Motion approved: Yea – 5; Nay – 0; Abstention – 2 (Scease, Veilleux)

**4. Public Comments:** None

**5. New Business**

a. Date and Time for Holiday Dinner: Dates and times were discussed and it was decided to plan for the first week in December. Secretary Hodge will work on the reservation.

**6. Old Business**

a. MRRA Access at OGH for Brunswick Landing Property: Secretary Hodge informed the Board that due to the Housing Assistance Payment contract associated with the property, Maine State Housing Authority, the Contract Administrator, needs to sign off on the agreement with the Town, as well as HUD. Information regarding the utilities on the premises will also need to be provided.

- b. Update: Town's Housing Committee: Secretary Hodge informed the board that at this time the Housing Committee has received a presentation from the consultant for the Town's Comprehensive Plan. At their next meeting they will be reviewing a recommendation for a proposal for the Town to create an Affordable Housing Support Fund seeded with Federal Funds that have been received and will also look at ways to keep it funded in the future. Whereas the Moratorium is expiring in December, the committee will also take this issue up as well.

**7. Communications**

- a. Staff member Mark Galvez reviewed the Financial Reports and Staff member Libby Bernier-Michaud reviewed the Occupancy and Utilization Reports.

**8. Executive Session:**

Vice-Chair Scease motioned to go into executive session to discuss personnel matters pursuant to 1 MRSA §405 6 A (Evaluation of Executive Director) seconded by Commissioner King. Board went into executive session at 1:47 PM, the Board reconvened out of executive session at 2:00PM.

Commissioner Veilleux moved to increase the annual salary of Mr. Hodge by \$4,000 and provide at \$4,000 bonus for last year's work, with a second from Commissioner King motion approved: Yea – 7, Nay – 0.

**9. Adjournment:**

The Chairman declared the meeting adjourned at 2:06 PM

The next meeting will be held Tuesday, December 13, 2022

12/13/2022  
Approved

  
\_\_\_\_\_  
John A. Hodge, Secretary