

**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)

January 17, 2023

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for January 17, 2023. There being a quorum present, Chairman MacLeod, called the meeting to order at 12:50 PM.

1. Roll Call

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

Absent: Commissioners: Anne George, John Gallagher

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

2. Member Additions to the Agenda

None

3. Approval of Minutes

The minutes of the December 13, 2022, Regular Meeting were previously distributed. Commissioner Veilleux motioned to approve the minutes, with a second from Vice-Chair Scease. Motion approved: Yea – 4; Nay – 0; Abstention – 1 (King)

4. Public Comments: None

5. New Business

a. Authorize Transfer of Land from Old Gurnet to the Town: Secretary Hodge indicated the Board had previously approved the transfer. HUD has signed off on the transfer and the deed has been recorded to transfer the strip of land to Brunswick so they may proceed with the extension of Wilson Avenue to property on Brunswick Landing.

b. Discussion: Review Draft Succession Plan: The Board reviewed and discussed the proposed Succession Plan. It was acknowledged that the Board would use this document as a guide in the event the position of Executive Director becomes vacant.

Old Business

- a. Update: Town's Housing Committee: No update available as the Committee did not meet in December.

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:


None

9. Adjournment:

The Chairman declared the meeting adjourned at 1:24 PM

The next meeting will be held Tuesday, February 14, 2023

2/14/2023
Approved



John A. Hodge, Secretary