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)
June 13, 2023

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for June 13, 2023. There being a quorum present, Chairman MacLeod, called the meeting to order at 1:29 PM.

1. Roll Call

Present: Chairman Jim MacLeod, Vice-Chair Jane Scease, Commissioners: Roslyn Martin, Michael Veilleux, Crystal King, Anne George and Secretary Hodge Absent: Commissioner: John Gallagher 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 May 9, 2023, Regular Meeting were previously distributed. Commissioner Martin motioned to approve the minutes, with a second from Commissioner King. Motion approved: Yea -6; Nay -0; Abstention -0

4. Public Comments: None

5. New Business

- a. Review and Approve Budget For FY 2024: After discussing the proposed FY 2024 Budget, Vice-Chair Scease moved to approve the budget as presented, with a second from Director Veilleux. Motion approved: Yea 6; Nay 0
- b. Review and Approve Capital Improvement Plan: After staff member Norm Fecteau reviewed and answered questions regarding the proposed Capital Improvement Plan, Vice-Chair Scease moved to approve the Capital Improvement Plan as presented. With a second from Commissioner Veilleux, motion passed: Yea 6; Nay 0
- c. Review Collection Loss Write Offs and take appropriate action: Commissioner Veilleux moved to table this discussion until the next meeting, with a second from Commissioner King, motion voted: Yea 6; Nay 0

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- d. Review On Call Pay: After discussing the previously distributed memo, Commissioner Veilleux moved to increase the on call pay from \$100 to \$200 per week. With a second from Commissioner George, motion voted: Yea 6; Nay 0
- e. <u>Election of Officers</u>: Commissioner George motioned to nominate the present slate of officers: James MacLeod, Chairman, Jane Scease, Vice-Chair and John Hodge, Secretary for the next year, with a second from Commissioner King. With no other nominations, The Chair asked Secretary Hodge cast 1 vote to approve the motion.

Old Business

a. <u>Update: Town's Housing Committee</u>: the last meeting was held with both the Planning Board and the Town Council to discuss inclusionary zoning, where new construction with 15 or more units will require 15% of the units to be affordable at 80% of AMI. This will go to public hearing on June 20th, 2023.

7. Communications

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 1:52 PM

The next meeting will be held Tuesday, August 8, 2023

Approved

John A. Hødge, Secretary