

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)

September 19, 2023

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for September 19, 2023. There being a quorum present, Chairman MacLeod, called the meeting to order at 12:55 PM.

1. Roll Call

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

Absent: Commissioners: Roslyn Martin, Anne George

Guests: BHA Staff: Director of Facilities Norm Fecteau, Director of Housing Libby Bernier-Michaud.

2. Member Additions to the Agenda

Commissioner Veilleux moved to add 5. B. Review Payments standards for 2024 seconded by Commissioner Gallagher. Motion carried 5-0.

Vice-Chair Scease moved to add item 5.c. Review and amend the Rules & Regulations seconded by Commissioner Veilleux. Motion carried 5-0.

3. Approval of Minutes

The minutes of the August 8, 2023, Regular Meeting were previously distributed. Commissioner George motioned to approve the minutes, with a second from Commissioner Veilleux. Motion approved: Yea – 6; Nay – 0; Abstention – 0

4. Public Comments: None

5. New Business

- a. Review Proposed amendments to Rent & Sundry Collection Policy: Staff discussed the desire to eliminate payment of rent by cash due to security issues. The Rent & Sundry Collection policy draft with an amendment was provided to the Board. After discussion, it was decided to wait until the new software is in place so we can accept other forms of payment such as direct deposit or debit cards.
- b. Review and Accept Payment Standards for 2023/2024. HUD has issued the new Fair market Rents effective October 1, 2023. Staff provided proposed revised Payment Standards based on the new FMRs. While the current 120% of FMR is in effect until December 31, 2023, the Board adopted the revised payment standards as proposed. These PS leave the 2023/2024 PS at the current levels

which exceed 110% and will adjust as needed in December. The motion to approve the revised payment standards for 2023/2024 was made by Commissioner Gallagher, seconded by Commissioner King. After Discussion, the motion was approved, 4 yeas -0 nays and 1 abstention (Veilleux).

- c. Review Proposed Amendments to the Rules & Regulations: Staff provided a draft of proposed amendments to the current Rules & Regulations for residents which are incorporated into their leases. The Proposed changes were read and reviewed with several questions asked by the Board. Vice Chair Scease moved to adopt the proposed amendments to the Rules & Regulations as presented with a second by Commissioner Veilleux. After discussion, the motion was adopted, 5 yea – 0 nays.

Old Business

- a. Update: Town's Housing Committee: Mr. Hodge updated the Board on the last meeting of the Housing Committee which heard a presentation from habitat for Humanity Seven Rivers Maine for their Home repair Program. No action was taken by the Committee.

7. Communications

Mr. Hodge reviewed the Financial Reports and staff member Libby Bernier-Michaud reviewed the Occupancy and Utilization Reports.

8. Executive Session:

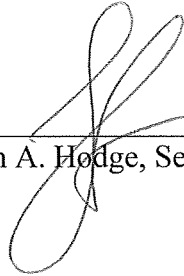
None

9. Adjournment:

The Chairman declared the meeting adjourned at 1:33 PM

The next meeting will be held Tuesday, October 10, 2023

10/10/2023
Approved



John A. Hodge, Secretary