

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

**BOARD OF COMMISSIONERS  
BRUNSWICK HOUSING AUTHORITY**

Via Zoom

(Location)

June 9, 2020

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for June 9, 2020. There being a quorum present, Chairman Jim MacLeod called the meeting to order at 12:44 PM.

**1. Roll Call**

Present: Chairman Jim MacLeod, Vice-Chair Sherry Mason, Commissioners: Russell Pierce, Anne George, Suan Morgan, Jane Scease, and Secretary Hodge

Absent:, Commissioners Crystal King

Guests: Michael Veilleux, BHA Staff: Director of Finance Mark Galvez, Alicia Cash

**2. Member Additions to the Agenda**

None

**3. Approval of Minutes**

The minutes of the May 12, 2020 Regular Meeting were previously distributed. Commissioner George motioned to approve the minutes, with a second from Commissioner Morgan; motion approved: Yea – 6; Nay – 0;

**4. Public Comments**

None

**5. New Business**

a. Collection Loss Write-Offs for FY 2020: After review and discussion, Commissioner Scease moved to accept the write-offs for FY 2020 with a second from Vice-President Mason. Motion approved: Yea 6-, Nay – 0

b. Review & Adopt Budget for FY 2021: Secretary Hodge proposed a first draft of the budget to the board. Due to staffing changes there was limited time to provide a final draft. He informed the board that he plans to provide a final draft for approval at a later meeting. Commissioner Morgan moved to approve the draft budget with a second from Commissioner Scease. Motion Approved: Yea -6, Nay -0

c. Review and Approve Covid 19 Response Pay Plan: Secretary Hodge commended staff for the extra effort put forth during the pandemic has proposed extra pay under the Covid 19 Response Pay Plan. Commissioner Scease moved to approve the Covid

19 Response Pay Plan with a second from Commissioner Morgan. Motion approved  
Yea – 6, Nay – 0

d. Election of Officers: Commissioner Morgan motioned to nominate the current slate of officers to be re-elected for the next year: James MacLeod, Chairman; Sherry Mason, Vice-Chair. Motion approved: Yea – 6, Nay – 0

e. Discussion on Annual Dinner: Secretary Hodge asked the Board if they wanted to entertain the Annual Dinner due to the State of Maine releasing some restrictions on dining out. It was discussed that something be done at a later date after surveying the board and staff on their comfort levels of going to a public dinner.

## 5. Old Business

a. Provide Update on Covid19 Response: Secretary Hodge updated the board on the phased re-opening of the BHA/THA beginning with opening to the public by appointment only. The staff has been requested to continue social distancing when possible and face masks be worn in common areas.

b. Update on Perryman Village Rehabilitation Project: Secretary Hodge informed the board that the contractor has completed the loaming and seeding. With the remaining funds the plan is to plant shrubbery and paint and redo the floors in the Community Building.

c. Streamlined Voluntary Conversion: Secretary Hodge informed the board that there are not updates due to the current COVID-19 Pandemic.

## 7. Communications

Staff member Mark Galvez reviewed both the Financial and Occupancy Reports

## 8. Executive Session

None

## 9. Adjournment:

The Chairman declared the meeting adjourned at 1:19 PM.

The next meeting will be held Tuesday, August 11, 2020

8/11/2020  
Approved

  
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John A. Hodge, Secretary