

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

BOARD OF COMMISSIONERS
BRUNSWICK HOUSING AUTHORITY

Conference Room, Woodlawn Terrace

(Location)

March 12, 2019

The Regular Meeting of the Board of Commissioners of the Brunswick Housing Authority was called for March 12, 2019. There being a quorum present, Chairman Jim MacLeod called the meeting to order at 12:40 PM.

1. Roll Call

Present: Chairman Jim MacLeod, Vice-Chair Sherry Mason, Commissioners Suan Morgan, Katharine Muench, and Secretary Hodge

Absent: Commissioner Anne George, Howard Nannen, Russell Pierce

Guests: Jane Scease, BHA Staff: Leo Hill

2. Member Additions to the Agenda

Vice-Chair Mason motioned to add 5.a. under New Business to discuss future meeting dates with a second from Commissioner Morgan; motion approved: Yea – 4, Nay – 0

3. Approval of Minutes

The minutes of the February 12, 2019 Regular Meeting were previously distributed. Commissioner Muench motioned to approve the minutes, with a second from Vice-Chair Mason; motion approved: Yea – 3; Nay – 0; 1-Abstention (Morgan)

4. Public Comments

None

5. New Business

a. Secretary Hodge reviewed the application process with the Board and informed them of their need to review and consider resident comments before submitting an application under the RAD program. He reviewed the notes and comments from two (2) meetings held with residents. After discussion, Vice-Chair Mason motioned to authorize the BHA to submit an application under the Rental Assistance Demonstration (RAD) program second from Commissioner Muench. After further discussion, the motion was approved 4-Yeas; 0-Nays.

6. Old Business

a. Update on Perryman Village Rehabilitation Project: Mr. Hill informed the Board that a contract for the carpentry work at Perryman has been awarded to Elliot Meade Carpenter Construction. Prior to signing the contract, three meetings were held to

review the scope of work. The final contract eliminated the awnings, screen doors, labor for kitchens and interior doors as there were insufficient funds available. Staff state it will be working with the contractor to find additional savings that will be used to add items back to the scope of work.

7. Communications

Secretary Hodge went over the BHA financials, the occupancy report and the HCV Utilization report. The board reviewed the letter from HUD on the Voucher Management System (VMS) review and thanked Mr. Szydlowski for his efforts to prepare for this review and the job well done. Mr. Hodge also reviewed a letter submitted to Sen. Collins from the Maine Association of Public Housing Directors seeking her assistance with HUD's attempt to alter our existing ACC contract.

8. Executive Session

None

9. Adjournment:

The Chairman declared the meeting adjourned at 1:14 PM.

The next meeting will be held Tuesday, April 16, 2019

Approved

John A. Hodge, Secretary