

March 6, 2020

20-01

**Caribou Housing Authority Board of Commissioners**

The Caribou Housing Authority Board of Commissioners had a meeting on Wednesday, March 4, 2020 at 5:30 PM in the Council Chambers with the following members present: JR Belanger, Jay Kamm, Mary Kate Barbosa, Gail Michaud, Mark Goughan, and Doug Morrell

Department Manager and Staff: Ken Murchison, Zoning Administrator; and Lisa Plourde, Housing Director.

**Agenda #1: Call to Order and Roll Call**

Meeting started at 5:30 PM; all members present

**Agenda #2: Election of Chairperson for 2020**

J. Kamm motioned for JR Belanger as Chairperson, seconded by M. Goughan; vote unanimous.

**Agenda #3: Election of Vice-Chairperson for 2020**

J. Belanger motioned for J. Kamm as Vice-Chair, seconded by M. Barbosa; vote unanimous.

**Agenda #4: Approval of Minutes**

**a. April 23, 2019**

M. Barbosa motioned to accept minutes as presented; seconded by M. Goughan; vote unanimous.

**Agenda #5: New Business**

**a. Tenant Commissioner**

J. Belanger motioned to remove S. Bittle as Tenant Commissioner; seconded by M. Barbosa; vote unanimous.

M. Barbosa motioned to accept H. Bartlet as Tenant Commissioner; seconded by J. Kamm; vote unanimous.

L. Plourde will forward removal and addition of Tenant Commissioner to Mr. Marker, City Manager, to request to add to next City Council Agenda for approval.

**Agenda #6: Unfinished Business**

**a. Confidentiality Agreement**

Confidentiality agreements for all Board members has been reviewed, signed and submitted.

**b. Lawsuit, update**

K. Murchison updated Board on lawsuit. Per the Board's last recommendation, a consent agreement has been drawn up the legal attorney, Solman & Hunter; and has been submitted to the Guardian, State of Maine; for approval/denial.

K. Murchison informed Board of a different HCV Participant who has been vandalizing and destroying store displays. The participant has had a tenant conference with staff, and if actions continue, voucher may be terminated. Participant does have a disability, therefore may have another consent agreement in the future.

Consent of Board members is to run possible terminations by a legal attorney prior to starting termination on participant(s).

**Agenda #7: Reports and Discussion of Commissioners**

**Agenda #8: Next Meeting**

Poll the Board in April for a meeting in May.

**Agenda #9: Adjournment**

J. Kamm motioned to adjourn; seconded by M. Barbosa; vote unanimous.

Lisa Plourde, Secretary  
Housing Director