

MIDDLEFIELD HOUSING AUTHORITY

Board of Commissioners

Regular Meeting, 23 March, 2023 @ 3:00 pm
Community Room, Sugarloaf Terrace
61 Cedar St., Rockfall, CT 06481

Present: Judy Smith (Chair), Barbara Jean DiMauro (Vice Chair), Nadine Ernst (Secretary), Marc D'Orvilliers (Commissioner), Larry Messier (Resident Commissioner), Dina Jeffrey (Property Manager), Peter Sibley (Recertification Specialist)

1. Call to Order
Judy Smith called the meeting to order @ 3:04 p.m.
2. Approval of Agenda
Accepted as written.
3. Approval of Minutes of Previous Commission Meetings
Judy S., moved to accept February minutes, Larry seconded; Minutes accepted as written.
4. Public Session
Discussion of maintenance issues raised; Board clarified all should be submitted as Work Orders, which Dina will prioritize and follow to resolution.
5. Resident Commissioner's Report:
Clarified responsibility for vehicle damage by falling branches/trees belongs to the vehicle owner, not MHA.

Asked the board to consider adding a railing to the sloping drive between lower & upper parking lots for pedestrian safety: needs further investigation.
6. Property Manager's Report:
Financial Report:
 - New fiscal year (starts 7/1) budget draft provided, to be submitted to CHFA by May for review / approval by June
 - Financial statements provided: no issues
 - 1st Selectman verified American Rescue Plan includes well / septic funds as of 3/14.
7. Old Business
Rehab Update:
 - Vacant unit is expected to be occupied by early April (full occupancy); future renovations will not utilize a "staging" unit.
 - Unit 14 shower update for accessibility completed
 - Lever door handle / locks replacement waiting quotes
 - 2 units requested / will receive washer/dryer hook-ups
 - Renovation sign-off process reviewed for new members
8. New Business
Washers/Dryers Replacement:
Old will be moved to Community Room for pick-up in April; New will be installed 3/24, cost to remain the same.
Action Points Resolved:
Eversource rebates only 3-pane windows, will not rebate our new 2-pane windows.
Septic:
DEEP won't be using DPH guidelines for through-put, will use actuals over several months, Bascom & Benjamin will try to make progress in approvals.

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Well

DPH has OK'd, Southington will issue permits, Peter will solicit 3 bids.

9. Adjournment:

Motion by Barbara Jean, second by Nadine: Meeting adjourned at 3:52.

Respectively submitted,

Nadine Ernst, Secretary