

# MIDDLEFIELD HOUSING AUTHORITY

## Board of Commissioners

Regular Meeting, 27 July, 2023 @ 3:00 pm  
Community Room, Sugarloaf Terrace  
61 Cedar St., Rockfall, CT 06481

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

1. Call to Order  
Barbara Jean DiMauro called the meeting to order @ 3:00 p.m.
2. Approval of Agenda  
Amend to include Maintenance Issues Resolved under Property Manager's report. Motion by Nadine accepted as amended. Approved as amended.
3. Approval of Minutes of Previous Commission Meetings  
Larry moved to accept May regular meeting minutes. Minutes accepted as written.  
Special meeting will be scheduled to approve the June special meeting minutes.
4. Resident Commissioner Report
  - a. Screen doors latch plates are scratching / injury hazard. Dina will contact contractor to resolve.
  - b. From the Residents meeting, some have requested stairs be installed with Railing being installed along driveway from upper to lower lot. Tabled for future meeting.
5. Public Session
  - a. John Rutka asked for clarification on re-keying of doors, commission cited resident safety in an emergency, ease of access by first responders.
  - b. Sue Z. Storm doors should be able to be opened two ways, hers is not. Dina will follow-up.
  - c. Sue Z. Sidewalks – item is on Rocky's "To Do" list, Dina will follow-up.
6. Property Manager's Report
  - a. Financial Report  
Financials reviewed, status is same as last month regarding update plans (need to rebuild funding) One unit has been vacant, two more will become vacant and be refreshed (paint, flooring, necessary touch-ups / feature replacements.)
  - b. Maintenance Issues Resolved  
None to report
7. Recertification Specialist Report
  - a. Well Replacement Bids  
Drillers drilled, then pounded, flow at 5.5 gal. John Sima will complete all required testing prior to bringing the well on-line. Once on-line, the new well will alternate with the existing in filling the tank.
  - b. Septic Replacement Status  
Bascom & Benjamin staked out & Cahill & Sons began work 27 July 2023. Target completion by the end of August.
8. Old Business
  - a. None.

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9. New Business

a. New trainings for Commissioners

New state law requiring all housing commissioners to complete training by Jan 2024. Dina will investigate options and let us know what's available & when. MHA is expected to cover cost.

10. Adjournment

Nadine moved to adjourn; meeting adjourned at 3:28 p.m.

Respectively submitted,

Nadine Ernst, Secretary