

MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING, AUGUST 25, 2022

Present: Judy Smith (Chair), Barbara-Jean DiMauro (Secretary), Nadine Ernst (Commissioner),
Larry Messier (Resident Commissioner), Barbara Schiffert (Treasurer), Dina Jeffrey (Property Manager)
Peter Sibley (Recertification Specialist)

Before calling the meeting to order, the Chair thanked Larry Messier and Sue Zingle for their service. Judy also thanked Barbara Schiffert and Barbara-Jean DiMauro for their many years of service as Board members, presenting each with a potted plant. Judy's sentiments were greatly appreciated. The Chair then introduced Nadine Ernst, the new Commissioner, to the Board and to the residents in attendance.

The meeting was called to order at 3:01 P.M. by Judy Smith, Chair

Approval of Agenda

On a motion by Barbara-Jean, seconded by Judy, the agenda was approved as presented.

Acceptance of the Minutes

Barbara moved to accept the May 26, 2022, minutes; Judy seconded the motion. The minutes were unanimously accepted as presented.

Public Session

The Chair reminded all that comments would be limited to 3 to 4 minutes, per Board policy.

John asked who decided which contractor to hire and which type of windows to use. Judy and Dina explained that the rehab project and all that pertained to it were approved by the Board.

Sue asked if there is a time line for the rehab. The time line is dependent on availability of supplies, which are becoming more readily available.

Mary requested air-conditioning and a walk-in tub. Dina explained that residents are responsible for air-conditioning their apartment. Maintenance will install residents' AC units upon request. Residents' needs will be considered before a shower or a walk-in tub is installed.

Resident Commissioner's Report

Larry reported that there were no major complaints/issues.

Property Manager's Report

a) Financial Report: Dina reviewed the Financial Report with the Board, noting that July begins the Fiscal Year.

There are currently two vacancies; one (Unit 18) is for a person with a disability.

Sidewalks are scheduled for repair in the fall.

Sugarloaf experienced a low-voltage incident. Eversource responded quickly, supplying an industrial generator while repairs were underway. This ensured that electricity and water were available to residents. Dina also commended Monthei Electrical Contractors.

Old Business

a) Rehab Update: Building 3 is currently undergoing rehab. Unit 32 is next. All residents of the building scheduled for rehab are given ample notice.

b) Septic Review: Peter reported that the newly revised septic system has not yet been installed. There is a question regarding who issues the permit, the health officer or the DEP. Peter will meet with Bascom and Benjamin when Pat Benjamin returns from vacation.

There being no further business, the meeting adjourned at 3:38 P.M.

Respectively submitted,

Barbara-Jean DiMauro
Secretary