

MIDDLEFIELD HOUSING AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING, JUNE 23, 2016

Present: Barbara-Jean DiMauro (Secretary), Alma Elder (Chair), Barbara Schiffert (Treasurer), Peter Sibley (Executive Director)

The meeting was called to order at 3:03 P.M. by the Chair.

Acceptance of Agenda

The agenda was amended as follows: Executive Session was added. Also added were the annual Sugarloaf picnic and discussion of the upcoming election of a new Resident Commissioner. The agenda was accepted as amended.

Public Session

Air-Source Heat pumps are needed to allow for air-conditioning units in all apartments; not all windows are sash windows.

Vouchers for the Durham Farmers Market are available from Amanda.

Approval of Minutes

On a motion by Barbara-Jean, seconded by Barbara, the minutes of the May 26, 2016, meeting were

approved as presented.

Correspondence—Resident Memos

HUD REAC inspection is scheduled for August 2 and 3.

Middlefield Tax Assessor Richard Lasky will be available June 24 to assist residents who wish to apply for

renter's rebate.

Laura Flat, Director of Community Relations for Water's Edge Center for Health & Rehabilitation, will

host a Healthy Cooking session for Sugarloaf residents.

The Blood Pressure Brunch will be held on Fridays in July.

Executive Director's Report

a) Financial Report: Pete reviewed the financial report with the Board, answering questions and discussing comments.

b) Waiting List: There are 66 applicants on the list.

Maintenance Report

a) General Operations: There have been no turnovers since January. This has had a positive impact on

the budget. Monies saved will be transferred to Capital Reserves.

b) Buildings: Electrical repairs to the Claffey Community building main panel have been completed.

Maintenance Report (continued)

c) Grounds: On a motion by Barbara-Jean, seconded by Barbara, the Board approved purchase of a new

site sign.

d) Water System: Consumer Confidence Report is due July 1.

Unfinished Business

a) Annual Sugarloaf Picnic: Scheduled for July 15

b) Election of new Resident Commissioner: Fred Vincent's term will be up in September. Pete will begin the process by which residents elect a Resident Commissioner.

c) Update on Sugarloaf Rehab Grant: Peter Byran has proposed he be awarded the contract for Grant Manager. Pete Sibley reviewed the proposal with the Board. Following discussion, Mr. Bryan's proposal was tabled until the next Regular Meeting.

The Board approved the elimination of the proposed storage unit for each building.

d) Update on Raspberry Ridge: In accordance with the Memo of Understanding, the Board considered withholding the next payment to The Fresnel Group until subdivision plans have been filed, the septic system issue has been resolved, and financing is in place. Following an in depth discussion, the matter was tabled until the next Regular Meeting.

The Regular Meeting recessed to Executive Session at 4:05 P.M.

Commissioners returned to the Regular Meeting at 4:20 P.M.; there being no further business, the meeting adjourned.

Respectively submitted.

Barbara-Jean DiMauro

Secretary