

MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING, AUGUST 25, 2016

Present: Barbara-Jean DiMauro (Secretary), Mark Gribko (Vice Chair), Barbara Schiffert (Treasurer),

Peter Sibley (Executive Director)

Voting by Proxy: Alma Elder (Chair), Fred Vincent (Resident Commissioner)

The meeting was called to order at 3:07 P.M. by Vice Chair Mark Gribko.

Acceptance of Agenda

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

Public Session/Comments

No public in attendance

Approval of Minutes

On a motion by Mark, seconded by Barbara, the minutes of the June 23, 2016, Regular Meeting were accepted as presented.

Correspondence—Resident Memos

Resident Commissioner ballots were distributed to residents.

Executive Director's Report

a) Financial Report: Commissioners reviewed the July 2016 Financial Report. There were no questions, no comments. The report was accepted.

b) Waiting List: There are 76 applicants on the Waiting List.

c) Management & Occupancy Review (MOR): The review is scheduled for September 22, 2016.

Maintenance Report

a) General Operations: Sugarloaf Terrace is at 100% occupancy.

b) Buildings: no action

c) Grounds: Pete is accepting bids for parking lot repairs, which include sealing cracks and painting parking-space lines.

d) Water System: No action

e) Real Estate Assessment Center (REAC): MHC received a score of 82 on the August 1 REAC inspection.

Unfinished Business

a) Vote on Sugarloaf Developer Contract: On a motion by Barbara-Jean, seconded by Mark, the Board unanimously approved awarding the contract to The Fresnel Group.

b) Update on Raspberry Ridge: DEP has recommended changes to the proposed septic system. Reengineering of the system is now in progress.

New Business

a) Discuss Resident Commissioner Position: Of the 16 ballots returned, 15 votes were for Kathy Vincent. The Board authorized Pete to submit Kathy's name to First Selectman Ed Bailey for appointment.

b) Approval of Annual Report: Commissioners reviewed the report. On a motion by Barbara-Jean, seconded by Mark, the report was approved.

c) Review Fresnel Memorandum of Understanding (MOU): Peter Bryan of The Fresnel Group submitted as new MOU, which the Building Committee recommended be accepted. Following review, the Board accepted the MOU.

There being no further business, the meeting adjourned at 3:05 P.M.

Respectively submitted,

Barbara-Jean DiMauro

Secretary