

MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING, OCTOBER 22, 2015

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

The meeting was called to order at 3:00 P.M. by the Chair.

Approval of Agenda

The agenda was approved as presented.

Public Session/Comments

Covered boxes (a la mailboxes) affixed to outside of units by front doors were requested. Pete will look into the possibility of installing such boxes and will report back to the Board.

Residents of courtyard 2 requested that the area around the tree be cleared of plants and grass planted. Pete will poll residents of units in the area to ascertain whether the majority agree with this request and report back to the Board, which will then take this request under advisement. Pete will ask our landscape contractor to clean out dead flowers/foilage.

Approval of Minutes

Approval was tabled.

Correspondence—Resident Memos

Pete supplied Commissioners with copies of the 2015 Management Review—Sugarloaf Terrace by the Department of Housing. The evaluation was very positive. Kudos to Pete.

Executive Director's Report

a) Financial Report: Commissioners received copies of the report for the quarter ending 9/30/15.

b) Waiting List: There are 54 applicants on the waiting list. Pete has begun the mandatory annual purging of the waiting list.

Maintenance Report

a) General Operations: The bee invasion has been exterminated.

b) Buildings: Eversource has completed an energy update and has provided MHA with new and improved lighting fixtures at no cost.

Painting is now complete on all buildings.

A resident has requested carpeting for kitchen, bathroom, and hallway. Request tabled.

The Board agreed that stand-alone electric fireplaces are acceptable for use in units.

Maintenance Report (continued)

c) Grounds: The additional parking area has been completed. The area was cleared and leveled and processed stone was put in place.

d) Water System: Required testing has been completed. All tests passed.

New Business

No new business

Old Business

a) Update on Rehab Grant—Jeff Janke presentation: Jeff provided drawings of proposed renovations. A review and a lengthy discussion re storage units ensued. Jeff gave an in-depth explanation of the reason for the placement of the storage units. Access to the units will be esthetically pleasing. Storage units for persons with disabilities will be ADA compliant.

Apartments for persons with disabilities will be brought up to code and will be ADA compliant. Included but not limited to will be ADA-compliant kitchen sinks and appliances (stoves, refrigerators).

Bathrooms in all apartments will be renovated.

Cable lines will be updated.

The renovations in the Community Room will be ADA compliant.

b) Update from Fresnel Group—Peter Byram presentation: The Board was given copies of the August 1 to October 15, 2015, Status and Progress Report. Peter reviewed the report with the Board. Invoices for Development Consultant together with supporting documentation were submitted.

Peter provided copies of and discussed a rather lengthy memo in response to MHA's concerns re the "loss of development and site control of the Raspberry Ridge property."

At the end of his presentation, Peter proffered an informal bid to manage the Rehab Grant.

c) Update on Solar Panels—Stephan Hartman presentation: Stephan fielded questions and discussed placement and installation of the solar panels.

A resolution authorizing payment to Connecticut Green Bank was presented for signing. An error in the percentage of the escalation rate over a 20-year period was discovered. Signing was tabled.

There being no further business, the meeting adjourned at 5:10 p.m.

Respectively submitted,



Barbara-Jean DiMauro
Secretary