

MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING NOVEMBER 19, 2015

RECEIVED FOR RECORD ON 5/5/2017
@ 9:00AM AND RECORDED BY
Donna M. Golube
TOWN CLERK

Present: Alma Elder (Chair), Mark Gribko (Vice Chair), Barbara Schiffert (Treasurer), Peter Sibley (Executive Director).

The meeting was called to order at 3:05 P.M. by Alma Elder, Chair.

Approval of Agenda

The agenda was amended to include the annual holiday party and 2016 meeting schedule and approved with a motion from Mark Gribko, seconded by Barbara Schiffert, all in favor.

Approval of Minutes

Following a motion by Barbara, seconded by Mark, the minutes of the October 22, 2015 meeting were approved.

Correspondence—Resident Memos

Responses to the "Center Circle" memo were reviewed.

Public Session/Comments

Several residents were in attendance. Barbara VanHouten commented on her daughter's willingness to help with the perennials in the center circle for building #2.

Executive Director's Report

- a) Financial Report: Pete reviewed the financial report, answering questions and discussing comments.
- b) Waiting List: There are 58 applicants on the waiting list. Pete reviewed the results of the initial purge of the waiting list.

Maintenance Report

- a) General Operations: Operations running smoothly.
- b) Buildings: The garage bay on the west side of the large barn has been converted to storage cubicles. Pete hopes to beginning the rent-up process shortly. Any residents that do not already have a storage cubicle will be offered a cubicle before they are leased to residents that already have one.
- c) Grounds: Shoreline Hardscapes has almost completed the fall clean-up.
- d) Water System: All testing is complete through November.

New Business

Barbara Schiffert, on behalf of the nominating committee, recommended that we re-elect the existing slate of officers to another 12-month term. Motion by Mark, seconded by Alma, all in favor, motion carried.
The 2016 meeting schedule was distributed and reviewed.
The 2015 Holiday Party will be Sunday, December 13, 2015 at 3:00 pm.

Old Business

- a) Rehab Grant: Architects are hard at work. Decision on tubs/showers will be left as an alternate.
- c) Solar Electric Panels: All panels will be on residential buildings so that improvements to the community building will not be hampered. Resolution was executed.
- e) Fresnel Group: Pete reviewed the progress to date on the Pre-development loan for Raspberry Ridge. The first three requisitions from the Fresnel Group were discussed and the checks signed. The proposal for the rehab grant consulting was tabled until Pete confirms the need for an RFP before awarding that contract.

There being no further business, the meeting adjourned at 3:50 P.M.

Respectively submitted,

MIDDLEFIELD HOUSING AUTHORITY

BY: 

Peter B. Sibley, Executive Director