

MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING DECEMBER 17, 2015

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

Present: Alma Elder (Chair), Mark Gribko (Vice Chair), Barbara Schiffert (Treasurer), Fred Vincent (Resident Commissioner) and Peter Sibley (Executive Director). Also in attendance was Middlefield First Selectman Ed Bailey.

The meeting was called to order at 3:08 P.M. by Alma Elder, Chair.

Approval of Agenda

Barbara Schiffert asked that the agenda be amended to include an executive session to discuss holiday bonuses for the staff. The amended agenda was approved with a motion from Alma Elder, seconded by Barbara Schiffert, all in favor.

Public Session/Comments

Ed Bailey introduced himself as the new first selectman for the Town of Middlefield and thanked the commissioners for their volunteer service to the Town. Ed also spoke briefly about the recent subdivision of the Sugarloaf Terrace property, and the wording of both the deed and minutes of the September 4, 1975 town meeting. He indicated that he would be soliciting an opinion from the town attorney regarding any limitations on development of the new parcel.

Approval of Minutes

Following a motion by Barbara, seconded by Alma, the minutes of the November 17, 2015 meeting were approved.

Correspondence—Resident Memos

Alma praised the recent visit by the local Girl Scout Troop offering caroling at each building, and leaving cookies and muffins for the residents. Responses to the building 2 "Center Circle" memo were reviewed, and 6 of the 10 residents were in favor of keeping the perennial gardens in the center circle. Responses to a "Rehab Wish List" memo to the residents included new appliances, built in air conditioning, new water heaters, and the response to tubs vs. showers was split 50/50.

Executive Director's Report

- a) Financial Report: Pete reviewed the financial report, answering questions and discussing comments.
- b) Waiting List: There are 55 applicants on the waiting list. 5 applicants were recently removed from the waiting list. 1 was removed at their request, 4 did not respond to the annual application update process.

Maintenance Report

- a) General Operations: Operations running smoothly.
- b) Buildings: The tub drain assembly in apartment 26 was replaced by local plumber Kevin Cowett.
- c) Grounds: Shoreline Hardscapes removed two dead trees, and patched spalled areas in the concrete sidewalks.
- d) Water System: All testing is complete through November.

New Business

There was no new business to discuss.

Old Business

- a) Rehab Grant: Architects recently walked through each unit inspecting the condition of cabinets, countertops, etc.
- c) Solar Electric Panels: Revisions to the Lease & PPA are being negotiated.
- e) Fresnel Group: The subdivision of the parcel was presented to the Middlefield Planning & Zoning Commission by Atty. John Corona and Engineer Pat Benjamin on December 9, 2015. The subdivision was approved.

The meeting adjourned to Executive Session at 4:10 P.M.

Respectively submitted,

MIDDLEFIELD HOUSING AUTHORITY

BY: 

Peter B. Sibley, Executive Director