

Middlefield Housing Authority
Board of Commissioners
Regular Meeting, April 25, 2019

Present: Kathy Vincent (Resident Commissioner), Barbara Jean DiMauro (Secretary), Barbara Schiffert (Treasurer), Marty Smith (Commissioner), Judy Smith (Commissioner), Peter Sibley, Dina Jeffrey

The Meeting was called to order at 3:05 by Barbara Jean DiMauro.

Acceptance of Agenda

The agenda was accepted as is. Kathy Vincent made a motion to accept. Judy Smith seconded. Motion carried.

Approval of Minutes

The minutes were amended to include Leonard Pinz as listed in attendance. Judy Smith made a motion to accept with amendment. Marty Smith seconded. Motion carried.

Correspondence—Resident Memos

No resident memos today.

Property Manager's Report

- a) Marty Smith had questions on line items, and will contact the accountant for clarification. Barbara Jean DiMauro made a motion to accept March financial report knowing Marty Smith will bring clarification at a future meeting. Judy Smith seconded. Motion carried.
- b) Cowett has started replacing water heaters. Six have been completed. Three more in process.

Maintenance Report

- a) Dina will check with Lenny on level of water usage.
- b) Current need of 4 clothes lines, and hose coils for each section will be given to Peter Velieux.

Resident Commissioner's Report

Progress made on clean up. Residents are anxious for upgrades.

Public Session

Residents in attendance pleased with new water heaters. All interested in information on upgrades.

Unfinished business

Strobe light for unit 30 with a deaf resident is pending. Resident is currently in hospital.

New Business

- a) Need rent comparability study done. Part of process to accomplish rehab.
- b) Marty Smith to review rehab plans, assist Peter Sibley in charting the course for renovations.
- c) Emergency Slate of Officers. Motion by Marty Smith for officers to include: Barbara Jean DiMauro as Chairman, Kathy Vincent as Vice Chairman, Barbara Schiffert as Treasurer, Judy Smith as Secretary. Judy Smith seconded. Motion carried. Will revisit Slate of Officers in October 2019.
- d) Plan to have details for rehab in order ready to apply for small cities grant next year.

Adjournment

Kathy Vincent made motion to adjourn at 3:45. Barbara Schiffert seconded. Motion carried.