
MONTVILLE HOUSING AUTHORITY
REGULAR MEETING MINUTES
December 10, 2024 | 5:00 p.m.
Freedom Village Community Center
81 Liberty Road, CT 06370

MINUTES

1. CALL TO ORDER

Meeting called to order by Chair Doherty-Peck at 5:00 p.m., followed by The Pledge of Allegiance

2. ROLL CALL

Present: Commissioners Doherty-Peck, Sherbanee, Suarez, Szarzynski, and Morton

Absent: None

3. REMARKS FROM TENANTS | *Three-minute limit*

Tenant remarked that the remote control for the community room TV is missing; questioned whether a rent reduction will result from their recent recertification process; and questioned whether the season for allowing birdfeeders had begun.

Tenant reported hearing two gunshots in the wooded area bordering his backyard, and that state that it may be due to hunting activity.

Tenant from the same quadplex affirmed hearing gunshots.

4. REMARKS FROM PUBLIC | *Three-minute limit*

None

5. APPROVAL OF MINUTES

Motion to approve November 2024 Minutes, including revisions, by Commissioner Sherbanee, seconded by Commissioner Suarez. Vote: Doherty-Peck_Approve; Sherbanee_Approve; Suarez_Approve; Szarzynski_Approve; Morton_Approve.

Action: Vote 5-0, All in Favor_Motion Carried

6. APPROVAL OF PAYMENT OF BILLS

Motion to Table approval for payment of November bills by Commissioner Suarez, seconded by Vice Chair Sherbanee. Vote: Doherty-Peck_Approve; Sherbanee_Approve; Suarez_Approve; Szarzynski_Approve; Morton_Approve.

Action: Vote 5-0, All in Favor_Motion Carried

7. CORRESPONDENCE/COMMUNICATIONS

a. Correspondence for Information

Architectural Remodeling (Capital Needs) Project status report received and published

b. Correspondence for Action – None

8. REPORTS OF OFFICERS

a. Fiscal Status

Cash Balance \$166,507.40

Money Owed Tenants Commissioner Suarez inquired as to whether the autopay overpayment refund is still scheduled for repayment by the end of the month. Ms. Goode affirmed that the Tenant will be reimbursed by the end of December 2024.

Motion: Commissioner Morton motioned to Table the fiscal status reports until January 2025; seconded by Commissioner Suarez. Vote: Doherty-Peck_Approve; Sherbanee_Approve; Suarez_Approve; Szarzynski_Approve; Morton_Approve.

Action: Vote 5-0, All in Favor_Motion Carried

b. Physical/Property Status

Restoration project: BluSky restoration project is complete.

Safe Drinking Water Status: Filters are on reorder for the pitcher filtration systems being provided for units with hose faucets.

Maintenance: Unit 30 maintenance is due for completion December 13; Unit 43 is anticipated ready for occupancy December 27; HVAC unit failures.

Landscaping/Snow Removal: Ms. Good reported that the landscaping vendor All Seasons was untimely in response to the December 5 storm. She remarked that first impressions are lasting. She was unsure as to whether there is an existing contract, but will check.

Motion: Commissioner Morton motioned for Management to acquire three bids for a new landscape vendor, seconded by Chair Doherty-Peck. Vote: Doherty-Peck_Approve; Sherbanee_Approve; Suarez_Approve; Szarzynski_Approve; Morton_Approve.

Action: Vote 5-0, All in Favor_Motion Carried

Answering Service: Ms. Goode informed the board that tenants are exaggerating emergencies. She intends to provide them with self-help tools.

c. Regulatory Status – Oral Reports

Recertification start date is extended to February 1.

Audit/Legal status: Ms. Goode requested Commission in responding to audit inquiries from the MHA insurance company regarding the arrests, charges, verdicts, sentencing, and trial transcripts of the former chair and vice chair of MHA Board of Commissioners.

Commissioner Suarez is appointed to contact the police report; Commissioner Sherbanee will request the transcripts.

d. Additional/Oral Status Reports | Regarding Items 8(a)(b)(c)(d)

Fire alarm status. Ms. Goode stated that the alarm systems are in working order.

Zoning requirements for the parking lots. There is no update at this time.

Check-signing schedule: Vice Chair Sherbanee will handle the matter.

Conn-Nahro membership: Commissioner Suarez reported that membership is established.

Status of ordered supplies: . Ms. Goode stated she ordered all supplies, except the gavel and nameplate.

9. STANDARD ORDER OF BUSINESS

a. Unfinished Business

Motion to Table office space for Commission duties by Commissioner Szarzynski, seconded by Commissioner Suarez. Voice vote: All in Favor.

b. New Business

None.

10. REMARKS FROM TENANTS | Three-minute limit regarding agenda items

Tenant remarked that older people do not see things the way Management and the Commission do. She remarked that water delivery at FV stopped years ago when the well water was declared safe to drink; but in

actuality it was not safe for consumption. She remarked: “We’re the ones drinking it, we’re the ones getting sick from it. It should be tested every month.”

Tenant remarked that she had been in the hospital for a month with kidney failure and that it was impossible for her to visit the community room and carry heavy gallons of water to her apartment.

Tenant wanted to know when birdfeeders could be used.

10. REMARKS FROM PUBLIC | *Three-minute limit regarding agenda items*

N/A

11. EXECUTIVE SESSION

Motion to enter into Executive Session by Commissioner Morton for the purpose of discussing Christmas bonus awards for MHA maintenance staff and Management’s employee Ms. Goode; increasing work hours to 40 hours per week for Ms. Goode; and work performance concerns regarding MHA maintenance staff as presented by Ms. Goode. Present throughout were Ms. Goode and Management’s Director of Housing Quiroz. Executive session commenced 7:09 p.m. and adjourned at 8:07 p.m., at which time the meeting resumed open session.

12. OPEN SESSION

Motion by Commissioner Sherbanee to award Christmas bonuses in the amount of \$200 for each of the two MHA maintenance officers and \$300 for the EHM staff property manager; seconded by Commissioner Morton. Vote: Doherty-Peck_Approve; Sherbanee_Approve; Suarez_Abstain; Szarzynski_Approve; Morton_Approve.

Action: Vote 4-0, One Abstention_Motion Carried

13. ADJOURN

Motion made to adjourn the meeting by Commissioner Szarzynski, seconded by Commissioner Morton. Vote: Doherty-Peck_Approve; Sherbanee_Approve; Suarez_Approve; Szarzynski_Approve; Morton_Approve.

Action: Vote 5-0, All in Favor_Motion Carried. Meeting adjourned at 8:09 p.m.

Respectfully submitted by Deb Suarez, Secretary of MHA Commission
Cc: Commission File