
Town of Montville
MONTVILLE HOUSING AUTHORITY
Special Meeting Minutes
July 23, 2025 | 5:00 p.m.
Independence Village, Uncasville, CT 06382

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. UNFINISHED BUSINESS

Approval of June 2025 Bills

Motion to Table for next Board meeting by Commissioner Szarzynski, seconded by Commissioner Sherbanee. **Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea.

Action: Motion Carried.

Approval of Job Description | MHA Housing Administrator

Motion to approve Job Description with amendments by Commissioner Suarez, seconded by Commissioner Perkins. **Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea; 5:0_All in Favor. **Action:** Motion Carried.

Motion for full Commission interview of Housing Administrator candidate by Commissioner Sherbanee, seconded by Commissioner Suarez. **Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea; 5:0_All in Favor. **Action:** Motion Carried.

5. EXECUTIVE SESSION

Convened: 5:37 p.m.

To Consider and Act on a Motion to enter into Executive Session for the purpose of discussing and developing strategies for the hiring of a Housing Administrator at MHA. **Motion** made by Commissioner Doherty-Peck, seconded by Commissioner Suarez. **Voice Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea; 5:0_All in Favor. **Action:** Motion Carried.

Adjourned: 6:05 p.m.

6. OPEN SESSION RECONVENES

Reconvened: 6:05 p.m.

Motion to acquire a debit or credit card by Commissioner Doherty-Peck, seconded by Commissioner Perkins. **Voice Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea; 5:0_All in Favor. **Action:** Motion Carried.

Motion for Commissioner Perkins to join HR Committee with Commissioner Suarez by Commissioner Sherbanee, seconded by Commissioner Suarez. **Voice Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea; 5:0_All in Favor. **Action:** Motion Carried.

7. REMARKS FROM THE PUBLIC

None.

8. ADJOURN

Motion to adjourn by Commissioner Perkins, seconded by Commissioner Sherbanee. **Vote:** Doherty-Peck_Yea; Sherbanee_Yea; Suarez_Yea; Szarzynski_Yea; Perkins_Yea; 5:0_All in Favor.
Action: Meeting adjourned at 6:07 p.m.

Deb Suarez, MHA Board of Commissioners

Cc: Commission Files

Attachments: Policy amendments/revisions for Fire Safety, Maintenance, Sanitation, and Unit Entry Policy; Pet and Assistance Animal Policy; Grievance Policy; Bylaws; and Plant Policy