
Town of Montville
MONTVILLE HOUSING AUTHORITY
Special Meeting Minutes
August 19, 2025 | 5:00 p.m.
Freedom Village, Oakdale, CT 06370

1. CALL TO ORDER

Chair Doherty-Peck called the meeting to order at 5:00 p.m. followed by the Pledge of Allegiance.

2. ROLL CALL

Present were Commissioners Chair Doherty-Peck, Suarez, Perkins, and Szarzynski. Absent was Commissioner Sherbanee.

3. PUBLIC COMMENTS

None.

4. CORRESPONDENCE/COMMUNICATIONS

- a. Telephonic: CHFA handler Fisher has waived AFS for the years 2021 and 2022; 2023 and 2024 remain outstanding by former MHA Management team EHM.
- b. Copy of the Off-boarding checklist for EHM on August 18, 2025.
- c. Demarco Management Corporation will conduct a preliminary walk-through and assessment Monday, August 25, 2025.

5. SPECIAL ORDER OF BUSINESS

- a. Motion by Commissioner Suarez, seconded by Commissioner Szarzynski, to approve proposal by Nexys Energy for the installation of solar panels at MHA property sites. **Discussion:** None. **Roll Call Vote:** 4-0_All in Favor. Voting in Favor: Doherty-Peck, Suarez, Perkins, Szarzynski. Voting in Opposition: None. **Action:** Motion Carried.
- b. Motion by Commissioner Perkins, seconded by Commissioner Suarez, to Table addition of Charter Oak Federal Credit Union, pending further inquiry. **Discussion:** Clarification is needed from bank officials regarding Commissioners' personal SSN disclosure as a requirement for signatory authorization on an MHA account. **Voice Vote:** 3-1. Voting in Favor: Doherty-Peck, Suarez, Perkins; Voting in Opposition: Szarzynski. **Action:** Motion Carried.
- c. Motion by Commissioner Perkins to Table consideration for participation in the State of Connecticut P-Card Program. **Discussion:** None. **Voice Vote:** 4-0_All in FAVOR. Voting in Favor: Doherty-Peck, Suarez, Perkins, Szarzynski. **Action:** Motion Carried.

6. PUBLIC COMMENTS

None.

7. EXECUTIVE SESSION

To Consider and Act on a Motion to enter into Executive Session for the purpose of discussing off-boarding sensitive matters; staffing/contract matters; organizational restructuring plans; recertification issues.

Motion made by Chair Doherty-Peck, seconded by Commissioner Suarez to enter into Executive Session.; **Discussion:** None. **Roll Call Vote:** 4-0_All in Favor. Voting in Favor: Doherty-Peck, Suarez, Perkins, Szarzynski. Voting in Opposition: None. **Action:** Motion Carried _ Executive Session was called to order by Chair Doherty-Peck at 5:38 p.m.

Motion to Adjourn Executive Session by Commissioner Perkins, seconded by Commissioner Suarez. **Discussion:** None. **Voice Vote** 4-0_All in Favor. Voting in Favor: Doherty-Peck, Suarez, Perkins, Szarzynski. Voting in Opposition: None. **Action:** Motion Carried_Executive Session was adjourned at 5:38 p.m.

8. OPEN SESSION RECONVENES

Chair Doherty-Peck called the meeting to order at 6:55 p.m.

9. ADJOURNMENT

Motion to Adjourn made by Commissioner Perkins, seconded by Commissioner Suarez.

Discussion: None. **Voice Vote** 4-0_All in Favor. Voting in Favor: Doherty-Peck, Suarez, Perkins, Szarzynski. Voting in Opposition: None. **Action:** Chair Doherty-Peck adjourned meeting at 6:55 p.m.

Deb Suarez, Secretary of MHA Board of Commissioners
Cc: Commission Files