

Town of Montville
MONTVILLE HOUSING AUTHORITY
Freedom Village – 81 Liberty Road, Oakdale, CT 06370
Regular Meeting Minutes
March 17, 2026

1. Call to Order.
Commissioner Doherty-Peck called the meeting to order at 5:03 p.m.
2. Pledge of Allegiance.
All stood and pledged the flag.
3. Roll Call.
Present were Chairperson Kathie Doherty-Peck, Vice-Chair/Tenant Commissioner Deborah Suarez, Treasurer John Szarzynski and Angela Sherbanee. Secretary Karen Perkins was absent. A quorum was present.

Also in attendance were President Maria DeMarco and Housing Manager Lisa Axson of DeMarco Management Corporation.
4. Alterations to the Agenda.
Motion by Commissioner Doherty-Peck; seconded by Commissioner Szarzynski pertaining to the content of this agenda. Discussion: Commissioners noted the following regarding the agenda: (1) it serves as a framework established by the Montville Housing Authority (“MHA”) Bylaws; (2) agenda items formerly included are missing; (3) missing agenda items were deemed as being redundant; and (4) the Bylaws are not rigid in its interpretation. **Voice vote: 2-2-0. In favor, Commissioners Doherty-Peck and Sherbanee. In Opposition, Commissioners Suarez and Szarzynski.) Motion failed.**
5. Remarks from the Public/Tenants (3-minute limit).
A tenant remarked on a paper left in the door noting that some tenants believed that it is a lease, nor do they understand why it was sent. Mayor Bunnell remarked on MHA discussion as being wasted and frivolous and proposed that the objections cease so that business can move forward to get something done.
6. Communications.
Commissioner Suarez made a reminder about the fire inspections.
7. To Consider and Act on a Motion to approve minutes:
 - a. The Regular Meeting Minutes of February 17, 2026.
Motion by Commissioner Sherbanee; seconded by Commissioner Suarez to table approval of the MHA regular meeting minutes of February 17, 2026. **Voice vote: all in favor. Motion approved.**
8. Management Report.

DeMarco Housing Manager Lisa Axson reported on the following:

- Upcoming recertifications in May for income verification
- Management inspections of units will begin on March 25 on Wednesday and Friday, eight (8) units each per day
- Notices w/prior work orders that has a waiting list of 15; five (5) requests for application and requests for cleaning
- Financial Reports were given to the MHA Board
- Resident concerns: an unattended dog and its waste removal from the grounds and water heaters.

DeMarco President, Maria DeMarco reported on the inability to complete the audit due to the lack of information for the past two (2) years, that she does not have, but is needed for federal, elderly housing reporting. Contact with a former MHA employee was suggested for location/retrieval of the data. The Board will be kept apprised on the status of the audit.

Commissioner Suarez commented on the Fire Marshal inspection and coordination with maintenance and management. She noted a policy was written and approved last year for the inspection to be done the third week in April and the communication gap created by the DeMarco Management inspection. It was noted that the MHA did not do its due diligence by giving the policy to the tenants, according to Commissioner Sherbanee. Additionally, the inspections must be coordinated to get them done with emphasis on federal compliance. The Fire Marshal office does its own inspection for safety purposes, and the MHA has no input as to when they are done. M. DeMarco understood the intrusion to tenants and confirmed that the inspection is set to begin.

Motion by Commissioner Doherty-Peck; seconded by Commissioner Szarzynski to adhere to the DeMarco Management inspection schedule beginning March 25, 2026 on Wednesday and Friday with eight (8) inspections per day until all 80 units have been completed. **Roll Call vote:** *In favor*, Commissioners Doherty-Peck, Sherbanee, Szarzynski. *In Opposition*, Commissioner Suarez. **(3-1-0). Motion approved.**

Motion by Commissioner Sherbanee; seconded by Commissioner Szarzynski asking that the MHA take action on Agenda Items 11 and 12 as Commissioner Sherbanee has to leave early from the meeting. **Voice vote: all in favor. Motion approved.**

Commissioner Szarzynski reported on the STIFF account and requested a breakdown of DeMarco charges. M. DeMarco charged Housing Manager Axson with obtaining clarification of the budget and a copy of the DeMarco invoice that will be sent by Joe to the Commissioners. She also asked for an Authority member to review the bills so that services are not stopped. Commissioner Szarzynski was asked to help by contacting the State to get documents for 2020 and 2021. Bills were reported to have been paid with the exception of one (1) for snow removal in the amount of \$11,000. Discussion was had concerning emergency snow bills, complaints regarding snow removal and the responsibility for the Town bill to clean the roads, expressed by Commissioner Suarez. M. DeMarco reported that it did not charge nor was there complaint made regarding an improper charge. Calls taken from tenants by Commissioner Suarez were reported as not happy. Calls received by Commissioner Doherty-Peck were favorable and there was no complaints about snow removal of the Town road according to M. DeMarco. M. DeMarco

also reported on a meeting had today about both projects whereby invoices may have been paid for operations and not grants. *(Commissioner Sherbanee left the meeting at 5:44 p.m.)*

9. Chairperson’s Report.

As requested by Commissioner Doherty-Peck, Commissioner Suarez remarked on the Nexus Energy and Eversource site visit on March 2, 2026. Also reported was a tenant who is due a rent recalculation because of reduced income. DeMarco President M. DeMarco could not speak to the remark and directed to have the tenant contact them.

10. Treasurer’s Report.

Commissioner Szarzynski reported having sent out another update today and noted all is going well. He also remarked that renovations will begin soon. DeMarco President M DeMarco reported that the SSHIP program is over-subscribed and will not have enough phones. Also, there may not be enough funds for kitchen and bath renovations.

11. Old Business.

- a. To Consider and Act on a Motion to amend the MHA bylaws.

Commissioner Suarez moved to strike the motion to amend bylaws as 7-day notice is required according to the Bylaws. Commissioner Doherty-Peck clarified that the intent of the motion was for the Commission to review said Bylaws for discussion at its next meeting. **No action on motion.**

12. New Business.

- a. To Consider and Act on a Motion to adjust the start time of the MHA meetings to 4:30 p.m.

Motion by Commissioner Sherbanee; seconded by Commissioner Doherty-Peck to adjust the start of the MHA meetings to 4:30 p.m. Discussion: none. **Voice vote: all in favor. Motion approved.**

13. Remarks from the Public/Tenants (3-minute limit).

A tenant reported on having too many people going in and out of a house and the elderly program take it. Also, the tenant understands the inspections but the different dates for them are crazy without thought to those who reside there.

A layperson who is a tenant wants policies to be adhered to also noting that DeMarco Management works for the MHA and referenced policies that were in place before DeMarco Management came onboard. The tenant acknowledged being educated noting that the procedures in place were coordinated with the Fire Department and finds it extremely difficult and upsetting about the ideas put out and then tabled questioning what is being accomplished.

14. Remarks from Commissioners.

Commissioner Suarez addressed remarks on the following:

- Commission decorum and the uncomfortable feelings of tenants who attend MHA meetings as a member of the public.
- The approval of a rent increase and taking the feelings of tenants seriously concerning rent revenue.

- A report on nine (9) tenant complaints with pictures sent to her as an acknowledgment that she does get calls.
- She is not in favor of recertification annually.
- Safe drinking water and the consistency of reports concerning lead experiences and support for independent testing,
- AFS compliance date for __?__.
- Being mocked and having the Chair send mocking, private emails to Management.
- The agenda of the Vice-Chair does not need to be mocked.

Commissioner Szarzynski remarked on a policy book that was in the office and needs to be kept up-to-date.

Commissioner Doherty-Peck remarked that she does not minimize tenant issues and that she has worked with them separately for many various matters. Any and all comments she lets be known. The baking cookies comment that was mentioned referred to a landscaping company owner. The Commissioner also clarified that she is not a relative of any tenants. The setup of chairs referred to was for a meeting at which management , not tenants, sit at the head table. The Commissioner also espoused the nature of comments as being unethical and unprofessional. As to the agenda, it needs to be addressed according to the MHA Attorney and DeMarco Management. She is working with a new secretary regarding the agenda and the Bylaws. Commissioner Doherty-Peck concluded that she is a member of the MHA for the seniors, so they have safe, happy homes, one of the things that she has been doing for 30 years.

15. Adjournment.

Motion by Commissioner Doherty-Peck; seconded by Commissioner Szarzynski to adjourn the meeting at 6:15 p.m. **Voice vote: all in favor. Meeting adjourned.**

Respectfully submitted by,

Gloria J. Gathers
 Recording Secretary
 Montville Housing Authority