

Silverbrook Elderly Housing Liaison Committee Town of Orange

Meeting Minutes March 13, 2025

Meeting called to Order at 12:41pm.

Attendees: Stacey Johnson Dennis Marsh. EHM: Assistant Property Manager, Tayla Morris, Jamie Fields, Supervising Residential Services Coordinator, Lamischa Dunston, Residential Services Coordinator, Jose "Tito" Ramirez, Maintenance and Facilities Manager.

The staff now consists of: Lynn Griffis, Senior Property Manager onsite 1-2 days a week, Tayla Morris, Assistant Property Manager onsite 5 days a week, Lamischa Dunston, Residential Services Coordinator onsite 5 days a week, Kelly McDermott onsite 1-2 times monthly, Jaime Fields onsite 3-4 times monthly, Jose "Tito" Ramirez and his team onsite 5 days weekly.

Review of February's Minutes: No Quorum

Administrators Report:

- Reviewed Financial Report
- Discussed Bi-weekly monthly resident's meeting.
- Discussed HVAC system repairs
- Discussed Capital Needs Assessment which mentioned the building's - 2 notes in minutes going back through 2018. 1 regarding solar on roof and committee report noted roof and last month's meeting regarding the Capital Needs Assessment statement the roof is at the end of life.

Resident Services Coordinator Report:

- Discussed robo call system up and running
- Noted Rene is no longer employed with EHM and Tito and his crew are covering the building.
- Discussed security hours: M-F 4pm to 8am, Sat & Sun 24 hr coverage.
- Jamie was at the resident's meeting – resident felt the commissioners should eat after the residents
- Residents had an interest in starting a gift shop. They were encouraged to form a resident council so they could run the gift shop.
- Renter's rebate meeting will occur after April 1
- Recertification will be complete by April 1.

Break for Lunch 12:38pm – resumed 12:58pm

2025 DEC -2 PM 1:28
Signature of Clerk
TOWN CLERK
ORANGE, CONN
TOWN CLERK'S OFFICE
RECEIVED FOR RECORDS

Committee Report:

- Reviewed the Residential Survey

Other Business:

- Discussed Handbook
- Stacey Johnson requested that the commission receive the estimate for large expenses

Meeting adjourned at 1:41pm. (Marsh/Johnson) approved

The next meeting will be held on April 10, 2025

Submitted by: Dennis Marsh, Recording Secretary