

# Silverbrook Elderly Housing Liaison Committee

## Town of Orange

Meeting Minutes May 8, 2025

Meeting called to Order at 12:23pm.

**Attendees:** Sharon Ewin, Joy Habib, Stacey Johnson, Dennis Marsh, Fred Palmer. EHM: CEO Kelly McDermot, Regional Manager, Kristy Donahue, Residential Services Coordinator, Lamischa Dunston

**Review of April's Minutes:** approved (Habib/Marsh)

### **Administrators Report:**

- Reviewed Financial Report
- Discussed Bi-weekly monthly resident's meeting discontinued per residents request
- Cultural Committee continues to meet
- Rental Recertification completed. Discussed most receive a subsidy and will not feel the rent increase. 10 residents do not receive a subsidy and will see a \$125 monthly rent increase however they are still below the 30% of income rental cap. Kelly stated the last rent increase was 3 years ago.
- Discussed the 2025 budget process and the proposed rent increase. Kelly stated the budget proposal reflects an increase amount that would help balance the budget, however, the Town can choose to recommend a lower amount
- Discuss having inconsistent management over the last 3 years and the board would like to see a consistent Property Manager. Kelly stated 2 candidates are being vetted for the Property Manager's position. A job posting went out for Administrative Assistant and maintenance person.
- Staffing consists of Lynn Griffis onsite 1 day a week, Tayla Morris resigned and her position is being covered by Alesia Consantine and Lisa Lundberg, Lamischa Dunston, resident services coordinator onsite 5 days, Maintenance onsite 5 days, Kelly McDermott onsite 1-2 times per month, Jaime Fields onsite 4 times a month, Kristy Donahue was introduced as a Regional Manager assigned to Silverbrook Estates.
- Discussed the process for funding from the State of CT for the needs assessment repairs. Kelly discussed getting into the "pipeline" for 2026-2027 consideration in order to receive an invite to submit an application for a grant. She mentioned Penny Fisher of the CT Housing Finance Authoritative stated a \$2.7 million was approved in 2012, completed in 2017 the roof, windows, and sprinkler/HVAC system

- Discussed Capital Needs Assessment of the roof. Concern that the roof was replaced in or around 2015 however the assessment said it is at end of life of a 30-year roof. Committee asked for clarification why it is “end of life”. Kelly will provide details as to why the roof is “end of life” after 10 years of a 30-year warranty.
- Discussed having a Summer Cookout. EHM asking for donations and volunteers to support the event

**Resident Services Coordinator Report:**

- Stated she is engaging the residents and they continue to see her for services
- Discuss a Summer BBQ
- Discussed programs offered this month and Wellness Wednesday
- Discussed Farmers’ Market Nutrition Program

**Other Business:**

- AC is on

Meeting adjourned at 1:29pm. (Marsh/Habib) approved

The next meeting will be held on June 12, 2025

Submitted by: Dennis Marsh, Recording Secretary