

PLAINVILLE HOUSING AUTHORITY
Special Meeting
February 28, 2018
1:00 pm
Sunset Community Room, 20 Stillwell Drive

Minutes

PRESENT: The following members were present: Edna Pires, Robert Sheddan, Desiree Gorske, and David Mazurek

STAFF: Linda DeZenzo, Executive Director, John Marinelli, Maintenance Supervisor

ABSENT: David Coughlin

I. Call To Order

The meeting was called to order at 1:23 pm by Edna Pires, Chairwoman.

A motion was made by: Robert Sheddan to add Election of Officers under "New Business".

Seconded by: David Mazurek

All in Favor 4 to 0

Motion Passes

II. Minutes

A. Motion to approve the Regular Meeting Minutes of January 16, 2018 as written by: Robert Sheddan

Seconded by: Desiree Gorske

All in Favor 4 to 0

Minutes Approved

III. Oral Petitions

No residents were present.

IV. Financial Reports

A. Linda went over the January Financial Report with the commission.

Motion to accept the January Financial Report

by: Robert Sheddan

Seconded by: Desiree Gorske

All in Favor 4 to 0

Report Accepted

V. Management / Maintenance Report

Linda reported that there are 6 vacancies S12, S16, S20, W34, W43 and W49.

Linda reported that C56 owes Jan and Feb rent and W22 owes Jan rent

Linda DeZenzo presented the Maintenance Report.

Medina Sewer & Drain cleaning

- W1 & W2 snake kitchen drains

John & Jayson

- W18 cleaned and snaked bath tub drain
- W18 turned up temp on hot water heater
- W18 snaked drain and put acid down drain
- W18 repaired bathroom faucet
- S37 repaired door handle, striker plate
- S6 snaked bathroom sink
- W28 installed new filter for range hood
- S11 installed new strainer basket and plumbing from sink to wall
- C75, S26 & W5 snaked toilet
- C65 water leaking from ceiling fan, repaired leak
- S12 repaired 2 windows that would not close
- C67 repaired front door and weather stripping
- C74 & C78 cleared vent water, was leaking in apt
- S28 & W13 installed new hot water heater
- W30 repaired kitchen cabinet screwed to wall.
- W5 installed new toilet handle
- W29 snaked kitchen sink drain
- W19 installed new refrigerator
- S1 installed new blind
- C73 installed new wax ring
- W18 snaked bath tub, tub switch and cleaned drain, reinstalled hardware
- C79 adjusted striker plate
- W28 repaired heat pump
- C67 repaired refrigerator door
- C55 repaired door handle
- S11 snaked shower drain
- S31 installed new large burner

- S32 reinstalled range hood
- C67 installed new batteries in both remotes
- On January 11 Linda had a meeting with Edna and Janet Bonner, our Asset Manager from CHFA on Rent Stratification.
- On February 13 we had pizza and bingo for our residents for Valentine's Day, it was enjoyed by all.
- On Thursday, January 25 Edna and Linda went to a seminar from CONNAHRO with DOH and CHFA on Rent Stratification showing how to be self-sustaining by raising base rents. Waiting list and Tenant Selection Policy.

Motion to accept the Executive Director's / Maintenance Report by: Desiree Gorske

Second: Robert Sheddan

All in Favor 4 to 0

Report Accepted

VI. Unfinished Business

Housing – ongoing

David Mazurek is researching shut off valves to help avoid floods in the apartments, ongoing

VII. New Business

A motion was made by: Edna Pires to elect David Mazurek Chairman of the Housing Authority for 2018 – 2019

Seconded by: Desiree Gorske

All in Favor 4 to 0

Motion Passes

A motion was made by: David Mazurek to elect Edna Pires Vice Chairwoman of the Housing Authority for 2018 – 2019.

Seconded by: Desiree Gorske

All in Favor 4 to 0

Motion Passes

A motion was made by: David Mazurek to elect Desiree Gorske Secretary of the Housing Authority for 2018 – 2019.

Seconded by: Robert Sheddan

All in Favor 4 to 0

Motion Passes

VIII. Executive Session

1. Motion to go into Executive Session to discuss Confidential Resident issues by: Desiree Gorske

Seconded by: Robert Sheddan

All in Favor 4 to 0 Motion Passes
Start: 1:32 pm

Motion to come out of Executive Session by:

Desiree Gorske
Second: Robert Sheddan

All in Favor 4 to 0 Motion Passes
End: 2:04 pm

2. Rent Stratification – Linda talked to the board about rent stratification. The purpose is to sustain the Housing Authority. Discussion followed.

The board decided the base rents should be increased to \$250.00, \$350.00 and \$450.00. The rent changes will not affect the current residents, just new residents moving in.

Motion to increase base rents as part of the rent stratification to \$250.00, \$350.00 and \$450.00 by: David Mazurek

Seconded by: Desiree Gorske

All in Favor 4 to 0 **Motion Passes**

IX. Adjournment

Motion to adjourn by: Desiree Gorske

Second: Robert Sheddan

All in Favor 4 to 0 Motion passes, meeting adjourned at 2:14 pm.

Respectfully submitted,

Jennifer Dahlstrom
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Recording Secretary