

PLAINVILLE HOUSING AUTHORITY

SPECIAL MEETING

March 28, 2018

SUNSET COMMUNITY ROOM

11:00 AM

MINUTES

PRESENT: R. Sheddan, D.Mazurek, E. Pires

ABSENT: D. Coughlin, D. Gorske

STAFF: Linda DeZenzo, Executive Director

I. ROLL CALL

David Coughlin and Desiree Gorske had excused absences.

II. MINUTES

A motion was made by: R. Sheddan to approve the Special Meeting Minutes of February 28, 2018 as written.

Seconded by: E. Pires

All in Favor 3 to 0

Minutes Approved

III. ORAL PETITIONS

Helen Swanson, 20 Stillwell Drive, Apt S11 – came in to talk about home health care aids parking in residents spots. Linda addressed this issue and will enforce it.

IV. FINANCIAL REPORT

Linda went over the February Financial Report.

A motion was made by: R. Sheddan to approve the February Financial Report.

Seconded by: E. Pires

All in Favor 3 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES: S16, S20, W20, W22, W43 & W49

RENT COLLECTION: C56 still owes rent.

MAINTENANCE ISSUES

Medina Sewer and Drain Cleaning

W25 – W28 snaked main sewer line.

JR HEATING AND COOLING

- W43 new board in unit
- S2 add refrigerant

WAYNE SHARP PLUMBING

- W13 replace hot water heater
- W18 replace hot & cold stems kitchen faucet
- W37 install toe touch bath tub
- C54 check hot water heater
- C73 install new wax seal
- C67 rebuilt toilet
- Centerview install new outside faucet

JOHN AND JAYSON

- C75 snaked toilet
- S1 installed 2 grab bars
- W46 installed new shade
- W12, W17, W44 cleared ice from heat pumps
- S12, S13, S22, S23 & S24 salted area
- C59 installed adjustable flapper
- W39 rebuilt toilet
- C80 new tub spout
- C80 new hardware and repaired closet doors
- W3 new toilet seat

- W35 reset breaker
- C74 new fill valve and supply line

On Tues. Feb 13 we had our Valentine's Day Party with bingo, it was enjoyed by all.

On Tues March 20 we had out St Patty's Day lunch with bingo, it was enjoyed by all!

Our wait list will be opening on May 22, May 23 and May 24 from 10 am to 2 pm.

A motion was made by: E. Pires to accept the Executive Director's report and Maintenance report.

Seconded by: R. Sheddan

All in Favor 3 to 0

Motion Passes

VI. UNFINISHED BUSINESS

- A. Housing – ongoing
- B. Shut off valves – David reported that he contacted a vendor about a shut off valve for the units, the price is \$130.00 per unit. David to see if he can get a lower price if purchased in bulk. Linda and Jenn to check if a grant might be possible through the Plainville Community Fund or the Rotary Club.

VII. NEW BUSINESS

None

VIII. EXECUTIVE SESSION

A motion was made by: E. Pires to go into Executive Session at 11:21 am.

Seconded by: R. Sheddan

All in Favor 3 to 0

Motion Passes

Start: 11:21 am

A motion was made by: R. Sheddan to come out of Executive Session at 11:46 am.

Seconded by: E. Pires

All in Favor 3 to 0

Motion Passes

End: 11:48 am

A motion was made by: E. Pires to elect Bear Landscaping for 2018 – 2019 for \$15,000. Adrian dropped the price by \$1000 because of the cost of the snow this year.

Seconded by: R. Sheddan

All in Favor 3 to 0

Motion Passes

IX. ADJOURNMENT

A motion was made by: E. Pires to adjourn the meeting at 11:48 am.

Seconded by: R. Sheddan

All in Favor 3 to 0

Motion Passes, Meeting adjourned at 11:48 am.

Respectfully submitted,

Jennifer Dahlstrom

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Recording Secretary