

PLAINVILLE HOUSING AUTHORITY

Regular Meeting

March 19, 2019

Sunset Community Room

5:30 pm

MINUTES

PRESENT: D.Mazurek (by phone), E. Pires, D. Gorske, R. Sheddan

ABSENT: D. Coughlin

STAFF: Linda DeZenzo, Executive Director, Jennifer Dahlstrom, Recording Secretary

VISITORS: William Ryan, CPA

I. ROLL CALL

D. Coughlin has an excused absence.

A motion was made by: E. Pires to add 2 items to the agenda under New Business.
"PILOT and Auditor"

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes

II. MINUTES

A motion was made by: E. Pires to approve the Special Meeting Minutes of
January 24, 2019 as written.

Seconded by: R. Sheddan

All in Favor 4 to 0

Minutes Approved

III. ORAL PETITIONS

None

IV. YEAR END FINANCIAL REPORT

A. William Ryan went over the 2018 Year End Financial Report.

A motion was made by: R. Sheddan to approve the 2018 Year End Financial Report.

Seconded by: E. Pires

All in Favor 4 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES: S25, S39, W6, W9, W12, W24, W28, W30 & W43

RENT COLLECTION: 100% collected

MAINTENANCE ISSUES

Bristol Pest Control

- C60 Exterminate for mice

JR Heating & Cooling

- C57 & C71 repair heat pumps

Wayne Sharp Plumbing

- W39 repair valve kitchen sink
- W4 replace shower valve
- W46 repair toilet

Masotti Electric

- W33 repair wire in panel for base board heat
- Repaired outside lighting at Sunset

TEC Control

- Repair fire panel apt W29 resistor was broken
- S34 replaced smoke detector

Advanced Power Services

- Preventative maintenance on the generators

John & Jayson

- S15,S30, S35 & W29 installed new hot water heater
- S1 installed 2 new storm door handles and locks
- C61 installed new refrigerator
- W13 & W33 installed new thermostat
- C75 installed new toilet seat
- S31 & S35 turned up temp on hot water heater
- S12 added washer into shower head
- C75 installed new light fixture in bathroom
- W38 removed storm door repaired frame remounted door and installed new door closure
- C75 & W20 repaired bathroom fan
- S21 & W5 snaked toilet
- C51 repaired storm door frame
- C51 put ice melt on resident's ramp
- W39 installed new tub spout
- W38 adjusted weather stripping on both doors
- W45 installed new glass in storm door
- C69 installed new surge protector
- S13,W15 & W44 removed ice from heat pump
- C64 installed new shade
- W1& W34 shoveled snow near clothesline
- S15 installed new 30amp double pole circuit breaker
- W15 & W27 installed new larger burner and drip pan
- W48 installed new filter for heat pump
- W18 turned oven light off
- W37 cleaned heat pump filters
- S23 installed new batteries in heat pump remotes
- W45 adjusted door jamb and weather stripping
- On Thurs., Jan 24th we had a resident's meeting to explain the small cities grant.
- On Sunday Feb 10th we had Plainville Community Pharmacy here to introduce herself to the residents with pizza and bingo.
- On Wed. Feb 13th I had a meeting about the small cities grant with the individuals involved.
- On Thurs., Feb 21st at 6:00 pm we had our Public Hearing at the Council Chambers for the small cities grant.

- I sent out letters to purge the waiting list and I am waiting to receive them back to update the waiting list.
- I am working on our recertification's that are effective for May 1, 2019.
- I was going to attend a meeting for the SSHP grant on Wed March 13th it was canceled.
- I do not know when they plan to reschedule that meeting so we can apply for the grant for Sunset.
- I had to purchase a new (used) copier for \$2495. Since our copier does not work any longer and the parts are obsolete. We purchased our copier 8 years ago used for the same price as this one today.
- Jenn no longer works as a Recording Secretary for the Town of Plainville. She will continue to do minutes for the Housing Authority and Park and Recreation only.

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

Seconded by: D.Mazurek

All in Favor 4 to 0

Motion Passes

VI. UNFINISHED BUSINESS

- A. Small cities grant available amount is up to \$1.5 million. Linda applied for the whole \$1.5 million. This will cover Centerview and Woodmoor ADA compliant bathrooms and 5 handicapped accessible kitchens in Woodmoor.

VII. NEW BUSINESS

- A. Executive Session

A motion was made by: E. Pires to go into Executive Session.

Seconded by: R. Sheddan

All in Favor 4 to 0

Start: 5:55 pm

A motion was made by: R. Sheddan to come out of Executive Session.

Seconded by: E. Pires

All in Favor 4 to 0

End: 6:11 pm

A motion was made by: R. Sheddan to accept Bear Landscaping as the landscaping contractor for 2019 in the amount of \$15,000.

Seconded by: E. Pires

All in Favor 3 to 0

D. Mazurek abstains

Motion Passes

B. PILOT – (Payment in lieu of taxes)

Linda explained that the town is requesting that some of the PILOT be paid.

A motion was made by: E. Pires to pay the Town of Plainville \$10,000 towards the PILOT.

Seconded by: D. Mazurek

All in Favor 4 to 0

Motion Passes

C. Auditor

William Ryan explained that the auditor we use will be no longer doing our account. William and Linda to check into possible replacements and go out to bid.

VIII. ADJOURNMENT

A motion was made by: R. Sheddan to adjourn the meeting at 6:15 pm.

Seconded by: E. Pires

All in Favor 4 to 0

Motion Passes, Meeting adjourned at 6:15 pm.

Respectfully submitted,

Jennifer Dahlstrom

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Recording Secretary