

PLAINVILLE HOUSING AUTHORITY
Regular Meeting
October 17, 2017
5:30 pm
Sunset Community Room, 20 Stillwell Drive

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

STAFF: Linda DeZenzo, Executive Director

VISITORS: William Ryan, CPA

ABSENT: David Mazurek

I. Call To Order

The meeting was called to order at 5:30 pm by David Coughlin, Chairman.

II. Minutes

- A. Motion to approve the Regular Meeting Minutes of June 20, 2017**
as written by: Robert Sheddan
Second: Edna Pires

All in Favor 4 to 0

Minutes Approved

III. Oral Petitions

No residents were present.

IV. Financial Reports

- A.** William Ryan went over the 3rd Quarter Financial Report with the commission.

Motion to accept the 3rd Quarter Financial Report by: Desiree Gorske
Second by: Robert Sheddan

All in Favor 4 to 0

Report Accepted

- B. Linda went over the June – September Financial Reports with the commission.

Motion to accept the June, July, August and September Financial Reports

by: Robert Sheddan

Second by: Edna Pires

All in Favor 4 to 0

Report Accepted

V. Management / Maintenance Report

Linda reported that there are 5 vacancies S12, S20, C67, W34, W37, W43. S12, W37, W34 rented for Dec 1.

Linda DeZenzo presented the Maintenance Report.

All Town Plumbing

- C80, W41, W46 new vanity and faucet
- C59 new kitchen faucet and sprayer
- W39 new tub spout

Bristol Pest Control

- Quarterly Service
- S5, C55 & W42 exterminate for spiders

Reynold's Electric

- Repair lights Centerview
- W18 & W41 repair bathroom fans

LaBella Paving

- Install dumpster pad
- W17 install ramps
- W16 repair sidewalk
- Woodmoor rebuilt catch basins and install new top and rebuilt catch basin
- Sunset replace sidewalk

Mulroney's

- C71 tub cut

Advanced Power

- PM Generators

Wayne Sharp Plumbing

- C77 shower valve, shut off valve and new outside faucet
- C66 install new vanity and faucet
- S38 & W42 install new kitchen faucets

JR Heating and Cooling

- W27 install new heat pump
- S1, S2, S11, S27, C72, C76, W10, W27, W36, W39 fix heat pumps

TEC Control

- W19 & W43 replaced smoke alarms
- W16 replaced control module
- W25 cleaned smoke alarm

Wright Way Construction

- Centerview installed soffit panels to keep birds out
- Centerview cleaned gutters
- W17 installed outside door
- Woodmoor Community Room installed door
- C67 repaired kitchen cabinet
- C71 repaired bath tub
- S27 & S36 installed new storm doors

John & Jayson

- C65 repaired link under sink
- W2, W39, W45 installed new stove
- W42 installed new kitchen faucet
- C66 installed new hot water heater
- W35 repaired kitchen drawer
- C68 installed new screen
- W10 & W27 repaired heat pump
- W18 installed new weather stripping and rehung door
- C57, C67&W50 installed new refrigerator
- C61 rehung vent fan
- W17 installed wax ring
- W36 cleaned light above sink
- W9 & W36 installed new filters in heat pump
- C51, S17 & W15 cleaned ac filters
- W26 cleaned stove
- W24 installed screed on storm door
- W48 turned up temp on hot water heater
- C65 put apt number back on the building above door
- C65, S30& S35 checked ac vacuum drain
- S40 repaired bath tub drain
- S27 snaked shower drain
- W12 installed new door closure
- W25 gave new remote
- C67 & C68 snaked drain and Jayson and John cleaned bathrooms
- S37 & W49 installed bathroom faucets
- S30, W44 & W49 snaked drain and put acid down drain
- W1 installed 2 new drawer slides on kitchen cabinet
- W33 installed new towel rack
- C62 installed new handle on toilet
- C51 installed new GFI
- Sunset Community Room installed new ballast
- W3 repaired door closure and screen

- W6 installed new drip pan
- W44 repaired shower hear holder
- W45 installed new flapper
- S2 repaired locks on windows
- C59 installed new GFI

- On Thursday, June 29th we had KIM with Pizza and Bingo

- On Wednesday, July 19th we had our annual picnic for residents with bingo. It was enjoyed by all.

- On Wednesday, August 23 we started Energy Assistance with HRA / BCO. They came to our property for 4 Wednesdays to complete Energy Assistance for our residents so they would not have to go to Bristol to apply for Energy Assistance.

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

Second: Edna Pires

All in Favor 4 to 0

Report Accepted

VI. Unfinished Business

- We did not get the Small Cities Grant. We will reapply for grants that are available.

VII. New Business

1. Bank of America – Linda reported that the Bank of America needs information from all of the commissioners so they can update their records.
2. Management Plan for CHFA – Linda presented the 2018 Budget to the Commissioners.

Motion to approve the 2018 Budget for \$526,000 by: Robert Sheddan

Second by: Desiree Gorske

All in Favor 4 to 0

Motion Passes

Motion to take a short recess by: Desiree Gorske

Second by: Edna Pires

All in Favor 4 to 0

Motion Passes

Start: 7:05 pm

Motion to come out of recess by: Robert Sheddan
Second by: Edna Pires

All in Favor 4 to 0

End: 7:13 pm

VIII. Executive Session

Motion to go into Executive Session to discuss Confidential Resident issues by: Desiree Gorske
Second: Robert Sheddan

All in Favor 4 to 0 Motion Passes
Start: 7:16 pm

Motion to come out of Executive Session by: Edna Pires
Second: Robert Sheddan

All in Favor 4 to 0 Motion Passes
End: 7:47 pm

Motion to approve LaBella as the snow removal company for the Winter Season 2017 – 2018 in the amount of \$25,000 by: Edna Pires
Second: Robert Sheddan

All in Favor 4 to 0 Motion Passes

IX. Adjournment

Motion to Adjourn by: Desiree Gorske
Second: Edna Pires

All in Favor 4 to 0 *Motion passes, meeting adjourned at 7:49 pm.*

Respectfully submitted,

Jennifer Dahlstrom
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Recording Secretary