

PLAINVILLE HOUSING AUTHORITY

REGULAR MEETING

June 18, 2019

SUNSET COMMUNITY ROOM

5:30 pm

MINUTES

PRESENT: D.Mazurek, R. Sheddan, E. Pires, D. Coughlin (arrived late)

ABSENT:

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

VISITORS: None

I. ROLL CALL

All commissioners were present.

II. MINUTES

A motion was made by: E. Pires to approve the special meeting minutes from May 22, 2019.

Seconded by: R. Sheddan

All in Favor 3 to 0

Motion Passes, Minutes Accepted

III. ORAL PETITIONS

None

IV. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES

S25, S39, W1, W6, W12, W15, W24, W28, W30 & W43.

Linda reported that in July: S25, S39, W6 and W12 are rented. Linda reported in August: W1, W15, W24 and W28 are rented. Linda reported that W30 and W43 will be left open for now in anticipation for the small cities grant, so that there is a place for residents to stay temporarily while their apartments are being renovated.

RENT COLLECTIONS

100% COLLECTED

MAINTENANCE ISSUES

Medina Sewer & Drain

- W46 snaked kitchen sink drain

Wayne Sharp Plumbing

- C63 installed new wax seal
- W11 replaced tub and shower valve

TEC Control

- Semi-Annual Fire Alarm Testing

Architectural Iron Works

- S1 & S22 install hand rails & S9 repaired hand rail

JR Heating & Cooling

- Purchased 10 new remotes
- S13, W5 & W37 repair heat pumps

Wright Way Construction

- C78 paint closet doors
- S23 clean and replace vinyl on floor
- W46 inspect attic for mold and ventilation
- W24 & W28 paint apt
- Help John around property

Michael Sloane Remodeling

- S25, W6 & W9 paint apt

Holcomb Tree

- Remove Maple Tree at Woodmoor also removed trees along roadside at Centerview

Bristol Pest Control

- Quarterly Service
- S18 & W46 & Sunset Community Room exterminate for ants
- C71 Exterminate for bugs

John & Jayson

- C62 & W8 installed new drip pans
- W8 installed new shower head
- C55 repaired front storm door
- C80 & W5 installed new outside faucet
- C79 installed new pop -up "P" trap and plumbing under bathroom sink
- S32 installed large burner on stove
- C59 installed new refrigerator
- W46 repaired both kitchen windows
- S17 cleaned heat pump filters
- S17 changed heat pump to a/c
- S17 install door sweeps on both doors
- S20 & S36 installed new screen on storm door
- W26 installed new batteries in remote
- S10, S20, S24 & C79 checked a/c filters and installed batteries in both remotes
- W9 & W23 sprayed for ants
- S20 installed new strainer basket and "P" trap
- W9 installed grab outside apt onto brick
- C56 repaired storm door frame and installed new storm door closure
- C75 & W2 installed new light fixture
- W17 snaked & plunged toilet
- S20 installed 2 new screens
- C75 installed new shower head
- W29 installed new fill valve and flapper
- S33 installed grab bar in shower
- W42 cleaned out heat pump
- S32 installed new wire from the ground to the roof

- Yearly maintenance inspections are completed. We have 85 work orders from the inspection.
- We completed our Renter's Rebate Program for the residents. Jennifer dropped them off at the Town Hall.
- On Tues May 14th we had an ice cream social and bingo for our residents. It was enjoyed by all that attended.

A motion was made by: E. Pires to approve the Executive Director and Maintenance Report.

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes

V. UNFINISHED BUSINESS

- Small cities grant was submitted. Linda should find out if we are approved in July or August.
- Rent Stratification – the board will need to discuss the possibility of raising the base rents. To be discussed at meeting in September.

VI. NEW BUSINESS

- Executive Session –

A motion was made by: R. Sheddan to go into Executive Session at 5:39 pm.

Seconded by: E. Pires

All in Favor 4 to 0

Motion Passes

Start: 5:39 pm

A motion was made by: R. Sheddan to come out of Executive Session at 6:15 pm.

Seconded by: E. Pires

All in Favor 3 to 0

Motion Passes

There was a fire emergency at a resident apartment during the Executive Session. Linda and Dave Mazurek had to respond.

VII. ADJOURNMENT

A motion was made by: R. Sheddan to adjourn the meeting at 6:16 pm.

Seconded by: E. Pires

All in Favor 3 to 0

Motion Passes, meeting adjourned at 6:16 pm

Respectfully submitted,

Jennifer Dahlstrom

Jennifer Dahlstrom

Recording Secretary