

PLAINVILLE HOUSING AUTHORITY

REGULAR MEETING

February 18, 2020

SUNSET COMMUNITY ROOM

5:30 pm

MINUTES

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

ABSENT: D.Tino

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

I. ROLL CALL

D. Tino had an excused absence.

II. MINUTES

A motion was made by: D. Coughlin to approve the regular meeting minutes from
The Regular Meeting January 21, 2020.

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes, Minutes Accepted

III. ORAL PETITIONS

None, no one was present.

IV. FINANCIAL REPORT

Linda shared the 2019 Financial End of the Year Report with the Board.

A motion was made by: E. Pires to accept the 2019 Financial End of the Year Report.

Seconded by: D. Coughlin

All in Favor 4 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES

S4, W29, W30, W37, W38 & W44

RENT COLLECTIONS

100% COLLECTED

MAINTENANCE ISSUES

Wright Way Construction

- Helped John around the property.

Michael Sloane Remodeling

- S19, W17 & W37 paint

Bristol Pest Control

- C58 exterminate for mouse

JR Heating & Cooling

- W35 & W39 clean unit
- C55 add R-410A

Wayne Sharp Plumbing

- W20 installed new bathroom faucet
- C54 replace shower cartridge

- On Jan 20th we had a flood in apt C51 a supply line broke in the bathroom. We needed to replace the floor. We had Servpro out to do the cleanup. I contacted the insurance company about the damages.
- On Jan 28th TEC Control came to install a CPU upgrade to our fire panel.

John & Jayson

- C69, W46 & W48 installed new batteries in both remotes
- C55 installed new hot water heater
- W39 cleaned tub drain and sink drain and snaked both drains
- S31 installed new soap dish and tooth brush holder
- S31 installed new "P" trap and repaired bathroom drain
- S31 installed new back splash
- S36 & W19 repaired bathroom fans
- C77 installed grab bars
- C61 installed new filter in kitchen vent fan
- W27 installed new large drip pan
- C57 rehung living room blind
- C68 installed 2 smoke detectors
- S37 rehung wire by apt
- C75 install new plumbing from sink to wall
- C77 installed new hand held shower
- W46 snaked bathroom sink
- W46 repaired flapper
- S1 repaired heat pump
- C67 installed new Anderson window operator and new handle
- W38 snaked bathroom sink and toilet
- S39 installed new storm door closure
- C64 installed new showerhead and hose
- S33 installed shutoff valve above hot water heater
- C62 installed bathroom faucet and new bath drain
- C76 installed new light fixture in hallway
- S20 installed insulation behind two outlets
- On Thurs., Feb 6th we had our pre -bid walk through meeting for our small cities grant. They will be opening the bids on Thurs., Feb 27th at 2:00 pm at Town Hall.

A motion was made by: R. Sheddan to approve the Executive Director and Maintenance Report.

Seconded by: E. Pires

All in Favor 4 to 0

Motion Passes

VI. UNFINISHED BUSINESS

- Housing - On Thurs., Feb 6th we had our pre -bid walk through meeting for our small cities grant. There were approximately 25 contractors that came to walk through the Housing Authority. They will be opening the bids on Thurs., Feb 27th at 2:00 pm at Town Hall.

VII. NEW BUSINESS

David Coughlin resigned from the Board as of March 1, 2020. The board accepted his resignation with regret. He will be greatly missed.

Executive Session –

A motion was made by: D. Coughlin to go into Executive Session at 5:58 pm.

Seconded by: E. Pires

All in Favor 4 to 0

Motion Passes

Start: 5:58 pm

A motion was made by: D. Coughlin to come out of Executive Session 6:05 pm.

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes

End: 6:05 pm

VIII. ADJOURNMENT

A motion was made by: D. Coughlin to adjourn the meeting at 6:06 pm.

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes, meeting adjourned at 6:06 pm

Respectfully submitted,

Jennifer Dahlstrom

Recording Secretary