

PLAINVILLE HOUSING AUTHORITY

REGULAR MEETING

October 20, 2020

SUNSET COMMUNITY ROOM

5:30 pm

MINUTES

PRESENT: D.Mazurek, R. Sheddán, L. Bisson, E. Pires, D.Tino

ABSENT: None

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

I. ROLL CALL

All board members were present at the meeting.

II. MINUTES

A motion was made by: R. Sheddán to approve the special meeting minutes from September 17, 2020.

Seconded by: D.Tino

All in Favor 5 to 0

Motion Passes, Minutes Accepted

III. ORAL PETITIONS

None, no one was present.

IV. FINANCIAL REPORT

Linda went over the report with the board.

A motion was made to approve the Financial Report by: R. Sheddan
Seconded by: E. Pires

All in Favor 5 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES

- S21, W21, W26, W29, W30, W37 & W44

RENT COLLECTIONS

100% COLLECTED

MAINTENANCE ISSUES

Medina Sewer and Drain

- S32 Snaked toilet

Fontaine Mechanical

- C67 repaired heat pump

Wayne Sharp Plumbing

- C54 replaced wax gasket on toilet
- S4 replace 3 shut off valves in bathroom
- W28 replaced wax seal on toilet

LaBella Paving

- S29, S31, W21 & W36 installed ramps
- Laid top soil and seed around six area on property
- Cut trees by storm by W25 & W26
- Storm clean up
- Remove wood decking and posts by storm
- Remove concrete and steel clothes line pole
- Saw cut and patch behind W27
- Saw cut and removed patio blacks behind W26 and pave

John & Jayson

- Installed new timer on lights in Centerview
- S4 gave resident paint for touch ups
- S37 & W10 installed new shower head
- S2 sprayed for ants
- S16 repaired door jamb and installed new door closure
- W13 snaked kitchen sink and main line
- W13 & W33 snaked toilet
- S32 installed new toilet
- S23 & C77 installed new flapper
- S41 installed new clothes line
- S2 installed 3 new blinds and hardware
- C79 installed new blind in bedroom
- Sunset Laundry Room door drill and installed 2 tap cover screws on door
- W46 installed new strainer basket and extension
- S33 installed new kitchen sprayer
- S8 sprayed for spiders
- S33 installed new towel rack
- W50 sprayed for bees
- C75 sprayed for poison ivy by door, gutter and roof line
- W13 installed new shower head and hose
- S17 installed new aerator and snaked bathroom sink
- C51 & C58 rebuilt toilet tank
- S39 repaired threshold
- C66 installed new shower hose
- W36 installed new fan vent filter
- S4 turned water on to sink and shower
- S18 gave resident new a/c filters
- W36 installed 2 new door closures
- W28 reset remote for heat

- We have been doing daily well checks on all of our residents and we do not have anyone at the Housing Authority with Covid19.

- On Monday September 14 John went to a seminar on Lead Renovator RRP Training and now John is certified for the next five years.

- On Tues. Sept 22 we had TEC Control here to do our Semi- Annual Fire Alarm testing.

- On Tuesday, Sept 29th Jenn and I went to Town Hall to sign off for the Renter's Rebate Program for our residents. They should be receiving their checks in November.

- The bids were opened on Wed Sept. 30th at 2:00 pm at the Town Hall for the small cities grant. BRD Builders from Hartford was the lowest bidder for the project at \$993,000.00 not counting the add alternatives for kitchen replacements at Centerview (#1 \$47,000.00) and entry and storm doors at Woodmoor (#2 \$180,000.00) This will put the total contract value at \$1,220,000.00. Pending final review of the bid.
- In Aug 4th we had Tropical Storm Isaias, we are waiting to see when we can apply for FEMA.

A motion was made by: D. Tino to approve the Executive Director and Maintenance Report.

Seconded by: L.Bisson

All in Favor 5 to 0

Motion Passes, Report Accepted

VI. UNFINISHED BUSINESS

Nothing to report.

VII. NEW BUSINESS

A. Executive Session –

A motion was made by: R. Sheddan to go into Executive Session at 5:47 pm.

Seconded by: D. Tino

All in Favor 5 to 0

Motion Passes

Start: 5:47 pm

A motion was made by: D. Tino to come out of Executive Session at 6:03 pm.

Seconded by: R. Sheddan

All in Favor 5 to 0

Motion Passes

End: 6:03 pm

A motion was made by: R. Sheddan to accept LaBella for snowplowing for 2020 – 2021 in the amount of \$33,000.00.

Seconded by: E. Pires

All in Favor 5 to 0

Motion Passes

**Linda asked for snow plowing quotes from other companies.
They are:**

1. Dynamic Tree Services- 35 Carol Drive Plainville CT 860-351-3013 – never responded
2. Custom Exterior Landscaping – 632 North Mountain Rd Newington 860-878-5582 – never responded

B. Management Plan -

Linda went over the Management Plan / Budget for 2021 with the board.

A motion was made by: L. Bisson to approve the Management Plan / Budget for 2021.

Seconded by: E. Pires

All in Favor 5 to 0

Motion Passes, report accepted

VIII. ADJOURNMENT

A motion was made by: L. Bisson to adjourn the meeting at 6:06 pm

Seconded by: R. Sheddan

All in Favor 5 to 0

Motion Passes, meeting adjourned at 6:06 pm.

Respectfully submitted,

Jennifer Dahlstrom

Recording Secretary