

PLAINVILLE HOUSING AUTHORITY
Regular Meeting
October 18, 2016
5:30 pm
Sunset Community Room, 20 Stillwell Drive

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

STAFF: Linda DeZenzo, Executive Director

VISITORS: Scott Saunders, Town Council Liaison

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 September 20, 2016**
by: Robert Sheddan
Second: Desiree Gorske

All in Favor 5 to 0

Minutes Approved

III. Oral Petitions

None

IV. September Financial Report

- A. Linda went over the Report with the commission.**

Motion to accept the September Financial Report by: Robert Sheddan
Second: David Mazurek

All in Favor 5 to 0

Report Accepted

V. Management / Maintenance Report

Linda reported that there are 4 vacancies C78, W40, W19& W23.

Linda DeZenzo presented the Maintenance Report.

Reynold's Electric

- C78 installed new heaters
- C60 installed new GFI
- Repaired outside lights at Sunset and Centerview

JR Heating and Cooling

- C78, W19, & W42 repaired heat pumps

Wayne Sharp Plumbing

- S31 installed new diverator
- C70 wax ring

Emerald Tile

- C55 retile shower

Water & Waste Equipment

- Pm on grinder pumps

John

- C66& W38 installed new screen
- S12, S14, S30 & S35 repaired heat pumps
- S12 installed new toilet paper holder
- S35 & W39 installed new refrigerators
- S31 installed new hand held shower
- Woodmoor Community room installed new outside faucet
- S13 installed new wax ring
- W17 installed new large burner
- S12 installed new storm door handle and striker plate
- S35 & W2 snaked bath tub
- S18 new outlet cover
- W16 new stove
- W31 repair window frame and locks
- S16 new bolts and supply line for toilet
- S23 new ballast for kitchen light fixture

- On September 13 TEC Control was here for our semi-annual inspection of the fire alarm

- On October 5th Linda had a meeting with Jen from the Housing Development Team

- On October 6th we started the Solar Panel Project, it is almost done.

Motion to accept the Executive Director's / Maintenance Report by: Robert Shedd

Second: Desiree Gorske

All in Favor 5 to 0

Report Accepted

VI. Unfinished Business

1. Housing Meeting – Linda met with Jen from the Housing Development Team and went over Capital Needs. Jen suggested applying for a Small Town Grant to assist with the Capital Needs. Linda contacted Lisa Metayer about applying. Linda to have a meeting with Town Manager to discuss it.

VII. Old Business

Motion to go into Executive Session: David Mazurek

Start: 5:49 pm

Second: Desiree Gorske

All in Favor 5 to 0

Motion Passes

Motion to come out of Executive Session: Desiree Gorske **End: 6:34 pm**

Second: Robert Shedd

All in Favor 5 to 0

Motion Passes

VIII. New Business

Linda requested 3 bids for snow removal. She only received one.

Motion to accept LaBella Paving LLC bid for snow removal in the amount of \$24,000, no increase from last year. By: David Mazurek

Second: Edna Pires

All in Favor 5 to 0

Motion Passes

Motion to increase John's pay by 4%, 42 cent increase for next year by:

David Mazurek

Second: Desiree Gorske

All in Favor 5 to 0

Motion Passes

Motion to increase Linda's pay by 1 ½ % to \$63,133 per year by: David Mazurek

Second: Desiree Gorske

All in Favor 5 to 0

Motion Passes

Motion to give Anna Song a \$100 visa gift card by: David Mazurek

Second: Desiree Gorske

All in Favor 5 to 0

Motion Passes

Motion to accept the 2017 Management Plan by: David Mazurek
Second: Robert Sheddan

All in Favor 5 to 0

Motion Passes

Linda to submit to CHFA.

IX. Adjournment

Motion to Adjourn by: David Mazurek
Second: Robert Sheddan

All in Favor 4 to 0 *Motion passes, meeting adjourned at 6:44 pm.*

Respectfully submitted,

Jennifer Dahlstrom
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Recording Secretary