

PLAINVILLE HOUSING AUTHORITY

SPECIAL MEETING

March 18, 2021

SUNSET COMMUNITY ROOM

11:00 am

MINUTES

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

ABSENT: None

STAFF: Linda DeZenzo, Executive Director, Jennifer Dahlstrom, Recording Secretary, John Marinelli, Maintenance Supervisor

I. ROLL CALL

All members were present.

II. MINUTES

A motion was made by: E. Pires to approve the regular meeting minutes from November 17, 2020.

Seconded by: R. Sheddan

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 February report with the board.

A motion was made to approve the Financial Report by: D. Tino

Seconded by: E. Pires

All in Favor 5 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES

- S14, S25, W6, W18, W21, W26, W29, W30, W32 & W44

RENT COLLECTIONS

- 95% COLLECTED

MAINTENANCE ISSUES

Medina Sewer & Drain

- C61-70 snaked main line for all apartments
- W13, W19 & W20 snaked kitchen sink drains

Fontaine Mechanical

- S9 & S20 cleaned heat pumps
- S31 cleaned filters

The Field of Plumbing

- S20 installed new strainer basket and "P" trap

Advanced Power Services

- PM Generators

Holcomb Tree

- Tree Removal at Woodmoor
- S14 install new tile in shower

David Molesky

- S14 repair kitchen cabinets
- Repair siding at Woodmoor Community Room
- S8 repair window

The Window Shop

- W14 replaced glass in front door

John & Jayson

- S13 repaired floor
 - S13 repaired shade brackets
 - S13 repaired window frame
 - W1 snaked tub drain and main line
 - C66 & C73 rebuilt toilet tank
 - Sunset Laundry Room repaired lock on door
 - Woodmoor lights installed new sensor and reset timer
 - S8 repaired door knob and lock
 - S30 installed new refrigerator
 - S30, W13 & W28 snaked kitchen sink and main line
 - W28 cleaned kitchen drain
 - S35 installed 4 new drip pans
 - S5, S6, S35, W2 & W33 installed new thermostats
 - C67 cleaned and sanitized bath tub
 - W20 put ice melt down n side walk and on rest of the property where needed
 - W5 snaked tub, main line and repaired tub drain and stopper
 - S29 installed range hood
 - S29 & C71 installed new hot water heater
 - C51 installed new shower head
 - S18 & W35 reset both remotes
 - S5 installed new toilet handle
 - C78 repaired closet doors installed new hardware and tracking
 - S13 rescreened back storm door
 - S21 installed new shower cartridge
 - S33 turned up temp on hot water heater
 - Woodmoor put cold patch in hole
 - S21 repaired toilet
 - W33 installed new toilet
 - W18 removed ice from heat pump
 - S29 installed new hand-held shower
 - S4 installed new 3- way switch
 - S24 set trap for mouse, caught mouse and removed trap
 - C56 repaired electrical connections to hot water heater and installed new supply line
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- Jennifer has been doing daily well checks on all of our residents and we do not have anyone at the Housing Authority with Covid19.

- Jennifer is checking to see which residents have received the Covid 19 vaccine. If they need assistance in making their appointment Jennifer is helping the resident make their appointments.
- Jennifer completed Energy Assistance for the residents by completing their applications with them and sending them back to HRA in New Britain.
- On Thurs., Nov 19th we passed out apple pies to the residents for Thanksgiving and boxes of food provided by David Allen for the residents.
- On Thurs., Dec 10th we passed out cookies for the Holidays for our residents and boxes of food provided by Lewis Food & David Allen for our residents.
- On Jan 22, 2021 I mailed out letter to our applicants on our waiting list, so I can purge our waiting list. I am working on the purge of the waiting list and will be completed by the end of the month.
- On Jan 7th, Feb 25th & March 11th we had meetings on the small cities grant for Centerview & Woodmoor. We started a demo in apt W21 and we are working out the details of the installation and tenant relocation.
- Linda had 3 meetings for the residents of Centerview and Woodmoor to talk about the upcoming grant.
- Linda talked about the grant she would like to apply for to replace the generator.

A motion was made to give Linda a resolution to apply for the HASIP funding by:

R. Sheddan

Seconded by: D. Tino

All in Favor 5 to 0

Motion Passes

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

Seconded by: L. Bisson

All in Favor 5 to 0

Motion Passes, Report Accepted

VI. UNFINISHED BUSINESS

David talked about the construction in Woodmoor and Centerview.

VII. NEW BUSINESS

A motion to go into Executive Session by: Robert Sheddan

Seconded by: E. Pires

All in Favor 5 to 0

Start: 11:27 am

Motion to come out of Executive Session by: L. Bisson

Seconded by: E. Pires

All in Favor 5 to 0

End: 12:11 pm

A motion was made to approve Bear Landscaping Bid for 2021 in the amount of \$15,000 by: D. Tino

Seconded by: R. Sheddan

All in Favor 5 to 0

Motion Passes

VIII. ELECTION OF OFFICERS

A motion was made to elect Edna Pires Chairwoman of the Plainville Housing Authority by: D. Tino

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes (E. Pires abstains)

A motion was made to elect David Mazurek Vice Chairman of the Plainville Housing Authority by: E. Pires

Seconded by: R. Sheddan

All in Favor 4 to 0

Motion Passes (D. Mazurek abstains)

A motion was made to elect Deanna Tino Secretary of the Plainville Housing Authority by: E. Pires

Seconded by: L. Bisson

All in Favor 4 to 0

Motion Passes (D. Tino abstains)

IX. ADJOURNMENT

A motion was made by: R. Sheddan to adjourn the meeting at 12:14 pm.

Seconded by: L. Bisson

All in Favor 5 to 0

Motion Passes, meeting adjourned at 12:14 pm.

Respectfully submitted,

Jennifer Dahlstrom

Recording Secretary