

**PLAINVILLE HOUSING AUTHORITY**  
**Regular Meeting**  
**November 15, 2016**  
**5:30 pm**  
**Sunset Community Room, 20 Stillwell Drive**

**PRESENT:** The following members were present: Desiree Gorske, Robert Sheddan, David Coughlin, Edna Pires (arrived late)

**STAFF:** Linda DeZenzo, Executive Director

**ABSENT:** David Mazurek, William Ryan, CPA

**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 October 18, 2016**  
by: Robert Sheddan  
Second: Desiree Gorske

**All in Favor 3 to 0**

***Minutes Approved***

**III. Oral Petitions**

Angel Jones, C55, questioned if the solar panels were affecting the internet or cable.

**IV. October Financial Report**

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

**Motion to accept the October Financial Report by: Robert Sheddan**  
**Second: Desiree Gorske**

**All in Favor 3 to 0**

**Report Accepted**

**-3<sup>rd</sup> Quarter Financial report will be discussed at meeting in December.**  
**William Ryan was ill.**

## **V. Management / Maintenance Report**

Linda reported that there are 4 vacancies C61, W40, W19& W23, W44.

Linda DeZenzo presented the Maintenance Report.

### Reynold's Electric

- Completed generator at Centerview
- Maintenance Shop circuits and main panel repair

### JP Maguire

- C78, C65 clean up apt.

### Wayne Sharp Plumbing

- S31, C55 shower valve

### Bristol Pest Control

- Quarterly service
- C71 exterminate for bugs

### John

- C75 snaked toilet
- W34 repaired storm door, door jam and new door closure
- C65 repaired shower head
- S33 installed new handle on stove
- C66 removed brush
- W27 snaked drain and put acid down drain
- S6 repaired outside facet
- S41 repaired handles on kitchen cabinet drawers
- S30 installed new kitchen sink sprayer
- C80 installed new hardware on closet door.
- Tues Oct 25 and Wed Oct 26 Valley Water was here to install new water meters.
- On Thurs. Oct 27<sup>th</sup> I had a meeting at Town Hall to discuss Small Cities Grant.

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

**Second:** Edna Pires

***All in Favor 4 to 0***

***Report Accepted***

**VI. Unfinished Business**

1. Housing Meeting – Linda met with Jen from the Housing Development Team and the Town Manager. The Town will apply for the Small Cities Grant for the Housing Authority.

2. Rent Ro Pro –

**Motion to use Quick Books instead of Rent Ro Pro to streamline the accounts payable and receivable for the Housing Authority for the amount of \$1500.00 by:** Desiree Gorske

**Second:** Edna Pires

**All in Favor 4 to 0**

**Motion Passes**

**VII. Old Business**

None

**VIII. New Business**

None

**IX. Adjournment**

**Motion to Adjourn by:** Desiree Gorske

**Second:** Robert Sheddan

**All in Favor 4 to 0**

***Motion passes, meeting adjourned at 5:54 pm.***

Respectfully submitted,

*Jennifer Dahlstrom*

Jennifer Dahlstrom  
Recording Secretary

**RECEIVED**

NOV 18 2016

*Carol A. Skutumpah*  
TOWN CLERK