

PLAINVILLE HOUSING AUTHORITY
Regular Meeting
February 21, 2017
5:30 pm
Sunset Community Room, 20 Stillwell Drive

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

STAFF: Linda DeZenzo, Executive Director

ABSENT: None

VISITORS: 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 December 20, 2016**
as written by: Desiree Gorske
Second: Robert Sheddan

All in Favor 5 to 0

Minutes Approved

III. Oral Petitions

None

IV. Financial Report

- A. 4th Quarter Financial Report** - William Ryan presented a draft of the 4th Quarter Financial Report

Motion to accept Draft of 4th Quarter Financial Report by: David Mazurek

Second by: Robert Sheddan

All in Favor 5 to 0

Motion Passes

B. Linda went over the December and January reports with the commission.

Motion to accept the December and January Financial Reports

by: Edna Pires

Second by: Desiree Gorske

All in Favor 5 to 0

Report Accepted

V. Management / Maintenance Report

Linda reported that there are 7 vacancies S13, S25, C68, W19, W40 & W48.

Rent Collections -

- C. Escobles owes \$71 Dec Rent
 - C. Torres owes \$185 Dec. Rent.
- Linda sent letters to both requesting payment.

Linda DeZenzo presented the Maintenance Report.

Reynolds Electric

- Installed 4 wire Woodmoor Community Room to finish solar

Frank's Construction

- Helped John around the property.

Wayne Sharp Plumbing

- C59, W9 & W23 wax ring
- C72 repaired toilet

All Town Plumbing

- S25 new fill valve
- S25 new kitchen faucet
- C55 new kitchen strainer and drain pipes

Servpro

- W25 cleaned up from flood from water heater

Wright Way Construction

- Helped John around the property

JR Heating and Cooling

- W18 repaired heat pump

DDD Sewer

- W48 snaked kitchen drain

Advanced Power Services

- Replaced defective battery in generator at Woodmoor

VI. Old Business

- Solar almost ready. Ongoing
- Small cities Grant – March 1st at 6 pm Public Hearing, then Town Council Meeting next. This grant would be used to install ADA bath tubs in the apartments.
- Capital needs Grant – there are 3 architects that are interested. Waiting for fees and proposals. Should be in Thurs or Fri. Meeting with David, David and Linda to select one.

VII. New Business

1. Motion to add Executive Session to the agenda by: David Mazurek

Second: Edna Pires

All in Favor 5 to 0

Motion Passes

Motion to go into Executive Session by: Desiree Gorske

Second: Robert Sheddan

All in Favor 5 to 0

Motion Passes

Start: 6:17 pm

Motion to come out of Executive Session by: Desiree Gorske

Second: Robert Sheddan

All in Favor 5 to 0

Motion Passes

End: 6:26 pm

2. Election of Officers

Motion to elect David Coughlin Chairman for 2017 – 2019 by: David Mazurek

Second: Desiree Gorske

All in Favor 4 to 0

David Coughlin abstains

Motion to elect David Mazurek Vice Chairman for 2017 – 2019 by: David Coughlin

Second: Desiree Gorske

All in Favor 4 to 0

David Mazurek abstains

Motion to elect Desiree Gorske Secretary for 2017 – 2019 by: David Mazurek

Second: Robert Sheddan

All in Favor 4 to 0

Desiree Gorske abstains

Emerald Tile

- W33 replaced bath tub

John

- S30, W10 & W48 snaked kitchen sink drain
- S30 moved garbage can and put salt down
- S30 installed new bathroom faucet
- C67 repaired door and handle
- C60 installed new light switch
- W30 repaired vent fan
- C75 snaked toilet
- C79 installed new wax ring
- W15 installed new toilet seat
- C55, C66 & C78 rehung closet doors and installed new hardware
- W26 installed new flapper
- S3 repaired light and socket in refrig.
- S34, W10 installed new sink sprayer
- S26 installed new GFI
- S7 repaired toilet handle
- W25 installed new hot water heater
- S28 installed new storm door handle
- W17 repaired door frame and installed weather stripping
- W39 repaired heat pump cover, filter and casing
- C59 repaired toilet
- S35 snaked shower drain
- S18 grab bar in bathroom
- S17 snaked bathroom sink
- C75 repaired weather stripping and striker plate
- C64 oiled front door lock
- On December 13, we had the Holiday Party. It was enjoyed by all.
- On Tue January 31, Linda had a meeting at Town Hall to discuss the small cities grant with Larry, Lisa and Jen.
- Linda thanked the Board for the fruit basket.
- Linda went over the audit.

Motion to accept the Audit Statements for 2014 / 2015 by: Robert

Sheddan

Second: Edna Pires

***All in Favor 5 to 0
Accepted***

Statements

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

Pires

Second: Robert Sheddan

All in Favor 5 to 0

Report Accepted

VIII. Adjournment

Motion to Adjourn by: Desiree Gorske
Second: Edna Pires

All in Favor 5 to 0 *Motion passes, meeting adjourned at 6:30 pm.*

Respectfully submitted,

Jennifer Dahlstrom
Jennifer Dahlstrom
Recording Secretary