

PLAINVILLE HOUSING AUTHORITY

SPECIAL MEETING

October 19, 2022

SUNSET COMMUNITY ROOM

1:00 pm

MINUTES

PRESENT: L. Bisson, E. Pires, D.Tino, C. Adams, D. Mazurek (arrived late)

ABSENT: None

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

VISITORS: Rosemary Morante, Town Council Liaison

I. ROLL CALL

There was a quorum.

II. MINUTES

A motion was made by: L. Bisson to approve the special meeting minutes from September 21, 2022, as written.

Seconded by: D. Tino

All in Favor 4 to 0, Motion Passes, Minutes Accepted

**III. ORAL PETITIONS
PHA MINUTES**

10-19-2022

None

IV. FINANCIAL REPORT

Linda went over the September Financial Report with the board.

A motion was made to approve the Financial Report by: L. Bisson

Seconded by: C.Adams

All in Favor 4 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES

- C54,C59,C60,C63,C73,W9,W12,W13,W22,W25,W29 & W32

RENT COLLECTIONS

- 95% COLLECTED

MAINTENANCE ISSUES

Medina Sewer & Drain

- Woodmoor Building O apts 17- 20 snaked main sewer line
- W24 snaked toilet

Fontaine Mechanical

- C54, W41, S20, W20, & S19 cleaned heat pumps

Advanced Power Services

- Preventive Maintenance Generators

Bristol Pest Control

- C59 service call for mice

Wright Way Construction

- Helped John around the property
- S18 worked in apt

The Field of Plumbing & Heating

- S18 replaced 2 shut off valves for kitchen sink
- W43 adjusted valve and reset toilet

John & Jayson

- W15 snaked bathroom sink and main line for Building N at Woodmoor
- C55 set remote to heat
- S26 repaired window, installed new lock and window sash stop
- S40 snaked shower drain and main line for Building G in Sunset
- S32 installed new fill valve
- W41 snaked main line to Building U in Woodmoor
- W50 installed new wax ring
- S13 repaired window and lock
- S2 installed new refrigerator
- Snaked main line for apts W47 – W50 at Woodmoor
- W17 installed new storm door lock
- W33 repaired lattice
- On Tues Sept 27th we had Impact Fire here for our Semi-Annual Fire Alarm Testing.
- On Tues., Sept 27th we completed our yearly inspections of the resident's apartments for 2022.
- Jennifer is still working on Energy Assistance for our residents. Jennifer dropped off quite a few completed applications to HRA in New Britain already.

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

Seconded by: C. Adams

All in Favor 4 to 0

Motion Passes, Report Accepted

VI. UNFINISHED BUSINESS

None

VII. NEW BUSINESS

A motion to go into Executive Session by: D. Mazurek

Seconded by: L. Bisson

All in Favor 5 to 0

Start: 1:08 pm

Motion to come out of Executive Session by: D. Mazurek

Seconded by: D. Tino

All in Favor 5 to 0

End: 1:52 pm

A motion was made to accept LaBella as a vendor for snow plowing in the amount of \$40,000.00 for 2022-2023 by: D. Mazurek

Seconded by: C. Adams

All in Favor 5 to 0

Motion Passes

A motion was made to accept the Management Plan for 2023 by:
D. Mazurek

Seconded by: D. Tino

All in Favor 5 to 0

Motion Passes

Report Accepted

VIII. ADJOURNMENT

A motion was made by: L. Bisson to adjourn the meeting at 1:54 pm.

Seconded by: C. Adams

All in Favor 5 to 0

Motion Passes, meeting adjourned at 1:54 pm

Respectfully submitted,

Jennifer Dahlstrom

Recording Secretary