

PLAINVILLE HOUSING AUTHORITY

SPECIAL MEETING

June 21, 2023

SUNSET COMMUNITY ROOM

2:00 PM

MINUTES

PRESENT: D.Mazurek, L. Bisson, D.Tino, C. Adams, E. Pires

ABSENT: None

STAFF: Linda DeZenzo, Executive Director, Jennifer Dahlstrom, Recording Secretary

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 May 24, 2023 as written.

Seconded by: C. Adams

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 May financial report with the board.

A motion was made to approve the Financial Report by: E. Pires

Seconded by: C. Adams

All in Favor 5 to 0

Motion Passes, Report Accepted

V. EXECUTIVE DIRECTOR / MAINTENANCE REPORT

VACANCIES

- C54,C63,C65,C69,W8,W12,W23,W24, W30 & W39

RENT COLLECTIONS

- 95% COLLECTED

MAINTENANCE ISSUES

Medina Sewer & Drain

- W Building V snaked main sewer line for entire building

Fontaine Mechanical

- C51 & C60 cleaned heat pumps
- S35 tested system

John & Jayson

- S21 installed new flapper and snaked toilet
- S20 installed new refrigerator
- S36 installed new toilet seat
- S16, S31 & W19 installed new hot water heaters
- W25 moved toilet paper holder
- S40 installed new flange
- S41 installed new screen for storm door
- Repaired roof near Sunset Laundry Room
- S16 & C56 cleaned up water on bathroom floor
- S16 installed new bathroom vanity and faucet
- S32 installed new closet doors
- W6 rekeyed apt doors
- W33 repaired and cleaned bathroom fan
- S32 installed new stove

- S31 turned down temp on hot water heater
 - C55 installed new flapper and new handle
 - S29 repaired storm door and moved screen to the bottom
 - C58 snaked toilet
 - S10 & C78 open apts for lock outs
 - W41 installed new lock on window
 - S4 snaked kitchen sink and main sewer line for Building A in Sunset
 - C61 installed new tail piece and "P" trap
 - S9 removed access panel and installed new outside faucet
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- Jennifer is finishing up the Renter's Rebate Program for our residents. The next program that we will be working on will be the Farmers Market Coupons. Then we will be working on Energy Assistance Program.
 - On Wed., May 17th John and I completed our Annual Inspections of Centerview Apartments. We will be scheduling Sunset and Woodmoor soon.

A motion was made to approve the Executive Director and Maintenance Report. by: L. Bisson

Seconded by: D. Tino

All in Favor 5 to 0

Motion Passes, Report Accepted

VI. UNFINISHED BUSINESS

None

VII. NEW BUSINESS

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

Seconded by: C. Adams

All in Favor 5 to 0

Start: 2:26 pm

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

Seconded by: C. Adams

All in Favor 5 to 0

End: 3:03 pm

A motion was made by: C. Adams to increase the base rents, as of January 1, 2024 to:

- Studios \$550.00
- Small one bedrooms – (Centerview) \$650.00
- Larger one bedrooms (Sunset and Woodmoor) \$700.00

Linda will send a letter explaining this base rent increase to all people on the waiting list in September.

Seconded by: E. Pires

All in Favor 5 to 0

Motion Passes

VIII. ADJOURNMENT

A motion was made by: D. Tino to adjourn the meeting at 3:07 pm.

Seconded by: C. Adams

All in Favor 5 to 0

Motion Passes, meeting adjourned at 3:07 pm

There will be no meetings in July or August.

Respectfully submitted,

Jennifer Dahlstrom

Recording Secretary