

**Preston Housing Authority**

**11 Lincoln Park Rd. Ext.**

**Preston, CT 06365**

**January 9, 2023**

The monthly meeting of the Preston Housing Authority was called to order on **Monday, January 9, 2023** at 4:01 pm by Chairperson L. Pappas.

**1) Roll Call:**

In attendance are Board Members: Leigh Pappas, Maureen Domina, and Dave Hamelin.

Excused: Dave Goss.

Also in attendance: Carol Onderdonk, Executive Director and Fran Minor, Resident Services Coordinator.

**2) Reading and approval of the minutes of the previous meeting and any intervening special meeting:**

Minutes of the meeting on December 12, 2022 deferred for reading & approval to February 6, 2023 meeting.

**3) Bills and Communications /Treasurer's Report:**

Treasurer's report was reviewed and bills were read aloud by L. Pappas. Motion to approve the Treasurer's report and expenses by M. Domina and seconded by D. Hamelin. AIF. So, moved.

**4) Report of the Resident Services Coordinator:**

F. Minor shared that the craft class baking open house on 12/19 was successful, w/ music by Lenny Domina. Homemade donuts were donated for this event by Ernita Holland's daughter C. Baker. Tabletop Christmas trees were donated by Annette Umphlett. A new project is in the works for the craft class.

**5) Old Business:**

1. **Generator:** Not disconnected by Amerigas yet. D. Goss to contact Piela Electric for diagnostic evaluation & arrange crane to remove generator. M. Domina's nephew, Eric French Jr. donating labor & material for cement slab improvement.
2. **Removal of Fire Extinguishers from apartments:** Motion made by L. Pappas to have fire extinguishers removed from all apartments on 2/24/23, seconded by D. Hamelin. AIF. SO, moved. Written communication to be sent to all tenants regarding extinguisher removal including reason for removal & date.
3. **CHFA grant:** C. Onderdonk to follow up with CHFA regarding grant for financial assistance for repairs & engineer.

**6) New Business:**

1. **Staff vacation time increase:** Increase to 4 weeks vacation per year requested for C. Onderdonk & J. Andruskiewicz. Motion made to add the 4th week of vacation per year made by D. Hamelin, seconded by L. Pappas. AIF for C. Onderdonk, so moved. 2 ayes, 1 no for J. Andruskiewicz, so moved.

**7) Report of the Executive Director:**

1. C. Onderdonk confirms security deposit for new tenants (as voted at meeting on 12/12/22): \$450.00 for efficiency unit, \$475.00 for one bedroom unit.

**8) Public Comment:**

1. Tenant complained that the coffee pot in the community room was found not cleaned/emptied. C. Onderdonk to put a note on coffee pot to remind all tenants to clean after use. M. Domina to review all cameras.
2. Tenant expressed their concern about fire extinguisher removal. Tenant informed that they can purchase their own extinguisher.
3. D. Hamelin voiced that empty apartment 7C was painted but new tenant complained of odor. Tenant requested to repaint unit herself, using same color- tenant given permission to do so by D. Hamelin & M. Domina. Tenant to be reimbursed cost for supplies.

**9) Adjournment:**

Motion by L. Pappas and seconded by D. Hamelin to adjourn the meeting at 4:33p.m. So, moved.

Respectfully submitted,

Maureen Domina

Preston Housing Authority

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*J. Keish*  
PRESTON TOWN CLERK