

**Preston Housing Authority
11 Lincoln Park Rd. Ext.
Preston, CT 06365**

**VIRTUAL Regular Meeting
January 11, 2021**

The monthly meeting of the Preston Housing Authority was called to order on Monday, January 11, 2021 at 4:01 pm by Chairperson, Dave Goss.

1) Roll Call:

In attendance are Board Members: Dave Goss, Chairperson, Leigh Pappas, Heidi Comeau, Maureen Domina, David Hamlin 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 November 9, 2020 monthly meeting were presented.

Motion to approve the minutes by H. Comeau and seconded by L. Pappas. So, moved.

3) Bills and Communications /Treasurer's Report:

L. Pappas and C. Onderdonk gave the details of the monthly expenses.

Motion by H. Comeau and second by L. Pappas to accept the Treasurer's report. So, moved.

C. Onderdonk discussed an issue with a heat pump. An additional \$1,100 would need to be spend to repair the pump or a new pump could be purchased for \$3,000. There was discussion regarding the cause of some of the issues with the heat pumps. Mice are eating the wires and need to be deterred. D. Hamlin suggested a weather proof foam around the housing opening to keep the mice away from the pumps. A concurrence to purchase a new pump was made.

C. Onderdonk also discussed a new storage shed for the maintenance person. Size and vendors were discussed by the Board. L. Pappas reminded the Board of being consistent and obtaining quotes for the purchase. D. Goss will solicit the quotes.

4) Report of the Resident Services Coordinator:

F. Minor reported the craft group created snowflakes which are on display in the Community Center. F. Minor also discussed the Community Clothing Drive coordinated by the State Troopers office and Preston Youth Services. Socks, slippers, pajamas, etc. were collected from residents of the local community and distributed to the residents within Lincoln Park with surplus items being donated to others within Preston. F. Minor extended her appreciation to all who donated. She said the Town residents were very generous. The rest of the Board extended their thanks and appreciation as well.

5) Old Business:

- 1) **Update Current Lease:** C. Onderdonk reported that no comments or feedback had been received regarding the lease. It was clarified that comments should be emailed to C. Onderdonk and then all comments and suggestions will be reviewed by the Board and submitted to Attorney Manfredi to review and finalize.

6) New Business:

1) Change to authorized bank signees:

There was discussion of current authorized bank signees.

Motion to remove M. Perrin and add D. Hamlin as an authorized banking signatory by H. Comeau and second by L. Pappas. So, moved.

2) Comcast Contract:

C. Onderdonk reported that she has been in discussion with a representative of Comcast to enter into a new service contract. C. Onderdonk expressed that it may be beneficial for another Board member to speak with the representative to fully understand the terms of the proposed contract. H. Comeau agreed to speak with him and report back the findings.

7) Report of the Executive Director:

Discussion of a reported mold issue in unit 10B. The unit was inspected and there is no concern of mold.

L. Pappas will send newsletter templates for the Board's review. C. Onderdonk will compile lists of tenant questions to be used as content for the newsletter.

H. Comeau will take over as administrator of the Facebook page and asked Board members to help with content as well.

M. Domina discussed concerns with security system laptop. She provided information regarding the lack of "user friendliness" of the system. It was agreed to contact the original vendor to determine if there is a way to combine multiple camera systems and make access to the information more convenient.

8) Public Comment:

A resident addressed the clutter of outdoor spaces around the community. There was discussion of doing quarterly inspections of outdoor spaces to ensure adherence to the Tenant agreements. There was also discussion of the importance of the annual inspections required by the Dwelling Lease, due to a recent concern. It was clarified and confirmed that annual inspections occur and are documented. L. Pappas reiterated that the safety and well-being of all residents is, and always will be, a priority.

9) Adjournment:

Motion by L. Pappas and second by M. Domina to adjourn the meeting at 4:45 p.m.. So, moved.

Respectfully submitted,

Heidi Comeau

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