

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

**VIRTUAL Regular Meeting
February 8, 2021**

The monthly meeting of the Preston Housing Authority was called to order on Monday, February 8, 2021 at 4:06 pm by Chairperson, Dave Goss.

1) Roll Call:

In attendance are Board Members: Dave Goss, Chairperson, Leigh Pappas, Heidi Comeau, David Hamelin. Also in attendance: Carol Onderdonk, Executive Director and Fran Minor, Resident Services Coordinator.

Excused is Board Member Maureen Domina.

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

Minutes of the January 11, 2021 monthly meeting were presented.

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

Minutes were amended as follows:

- Correct the typo and correctly spell David Hamelin.
- Concurrence to repair the heat pump was made. The original minutes noted "replace".

3) Bills and Communications /Treasurer's Report:

C. Onderdonk gave the details of the monthly expenses.

4) Report of the Resident Services Coordinator:

F. Minor gave a brief report. Given the continuation of COVID precautions, it has been difficult to meet. There was discussion of the "unwanted items" being left in the Community Room. Several tenants have expressed displeasure. Discussion of a policy took place. L. Pappas agreed to take items to Goodwill. A "swap party" to be held outside when the weather breaks was discussed as well.

5) Old Business:

- 1) **Update Current Lease:** C. Onderdonk will send comments received previously to Attorney Manfredi for review.
- 2) **Comcast Contract:** H. Comeau presented information based on her discussion with the Comcast representative. The new contract will take the financial burden off of the Housing Authority, however the concern was raised that tenants will be responsible for setting up their own accounts and it may be an increased cost for them. The Board agreed to notify residents of this change and to approve the contract.
Motion to approve the 10 year contract with Comcast by D. Goss and seconded by L. Pappas. So moved.
- 3) **Security System:** C. Onderdonk spoke with communications group to address concerns. M. Perrin, the previous system administrator needs to provide information in order to address this issue. Tabled for further discussion.
- 4) **Update on shed:** D. Goss reported a 12' x 18' shed would cost approximately \$12 - \$15K. There was discussion regarding fundraising and a community build. H. Comeau will investigate the possibility of grants through Home Depot or Lowes.

- 5) **Newsletter:** L. Pappas reviewed the template she has drafted for use as the new community newsletter. There will be reminders, calendars of events and pertinent information shared in each issue. The Board agreed on the topics and thanked Leigh for her work on this.
- 6) **Follow up on patio inspections:** It was agreed to hold off on these inspections until the snow melts and the weather is more cooperative. We have tentatively scheduled May 3, 2021 at 3:00 p.m. to meet prior to the May meeting for this purpose.

6) New Business:

2) Give away items left in Community room: There was discussion of the “unwanted items” being left in the Community Room. Several tenants have expressed displeasure. Discussion of a policy took place. L. Pappas agreed to take items to Goodwill. A “swap party” to be held outside when the weather breaks was discussed as well.

3) New employee: C. Onderdonk stated a resident had approached her and expressed interest in working for the Housing Authority. D. Goss asked if the Board would be in agreement to hire an “as needed” handyman to help Jim, the current handyman. There was discussion of the handyman’s responsibilities, costs for hiring contractors, etc. The Board agreed to table this discussion pending further information to be provided, including a job description for the position.

4) Update to job description: discussed above. C. Onderdonk will provide a copy of the current job description for review.

5) Creating email addresses for Board members: Discussion among the Board members to have an email address specifically for the purposes of Board business.

1) Election of Officers: D. Goss resigned as Chairperson.

Motion to nominate L. Pappas as Chairperson by D. Goss and seconded by H. Comeau. So moved. There was discussion regarding the remaining positions. With the absence of M. Domina, election of the remaining positions was tabled until the next meeting.

7) Report of the Executive Director:

C. Onderdonk reported on a CHFA grant in the amount of \$2,000 was awarded to the Housing Authority. The money will be used to purchase non-perishable items and items will be made available to tenants every other week. Advance sign-up will be necessary.

8) Public Comment:

K. Duncan commented on the following: current handyman does the work of 35 men; she does not wish to see the junk table eliminated – she will remove the items and police the table to ensure they are removed timely; the craft class can make items (masks?) and sell them to contribute to the fundraiser for a new shed; other tenants are not wearing masks in public spaces – this needs to be enforced.

9) Adjournment:

Motion by D. Goss and second by H. Comeau to adjourn the meeting at 5:16 p.m.. So, moved.

Respectfully submitted,

Heidi Comeau

Preston Housing Authority