

Preston Housing Authority

11 Lincoln Park Rd. Ext.

Preston, CT 06365

March 13, 2023

The monthly meeting of the Preston Housing Authority was called to order on **Monday, March 13, 2023** at 4:00 pm by Vice Chairman D. Goss.

1) Roll Call:

In attendance are Board Members: Maureen Domina, Dave Hamelin, & Dave Goss.

Absent: Leigh Pappas.

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 February 13, 2023 read and accepted. Motion to approve by M. Domina and seconded by D. Hamelin. AIF. So, moved.

3) Bills and Communications /Treasurer's Report:

Treasurer's report was reviewed and bills were read aloud by C. Onderdonk. 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' " project bunny napkin rings" are completed. Also the Energy assistant applications are still ongoing.

5) Old Business:

1. **Generator:** replacement generator install given to Maynard Electric. Motion made by M. Domina for Piela Electric to keep the old generator seconded by D. Hamelin. AIF. So, moved.
2. **Removal of Fire Extinguishers:** still need to be donated. M. Domina and D. Goss will check with local businesses to accept donations. Motion made by M. Domina for both to check on donating to local businesses seconded by D. Hamelin. AIF. So, moved.
3. **CHFA grant:** C.Onderdonk presented a report from the Architect that came to do the critical needs assessment on roofs. Mechanical Engineer to come next to do assessment on heat pump replacements.
4. **Rent Increase:** Base rent increase for new tenants, from \$450.00 monthly to \$500.00 monthly for efficiency units and from \$475.00 monthly to \$525.00 monthly for one bedroom units. Motion made to accept increase by M. Domina, seconded by D. Hamelin. AIF. So, moved.
5. **Roaming Cat:** Letter was sent to tenant stating: roaming cat must be captured & given to PHA to be forfeited to animal facility; if tenant unable to capture it, then tenant must notify PHA who will arrange this.
6. **Patio/grounds guidelines:** The DRAFT guidelines were designed for patios and apartment perimeter areas by PHA and sent to tenants on March 6,2023, first inspection date is set for April 3,2023 @ 4pm, letters will be sent out within a week to tenants to notify of violations.Tenants then have until the re-inspection date scheduled for June 12,2023 @ 4pm to rectify violations.
7. **Smoking in apartments:** Tenants received letters of smoking policy.

8. **PHA Commissioner Vacancy:** Cathy Brosnan to be sworn in as Commissioner on the PHA board at Preston Town Hall by the Town Clerk.

6) New Business:

1. **Security Deposit Increase :** new tenants security deposit increase to be equal to monthly rent rate. Motion made by M.Domina ,seconded by D. Hamelin. AIF. So, moved.

7) Report of the Executive Director:

1. C. Onderdonk presented a thank you card for Eric French Excavation,Inc. for tenants and PHA to sign thanking him for the updated cemented area for the new Generator area.
2. C. Onderdonk waited to open an additional account at Liberty Bank until Cathy Brosnan was sworn in as commissioner and became new treasurer.
3. C. Onderdonk made PHA aware of the bookcase donated and painted by Linton Norton.
4. C. Onderdonk is awaiting presenting heat pump estimate(s) until critical need evaluation is done by Mechanical Engineer for CHFA grant approval.

8) Public Comment:

1. Tenants expressed their concern about leaves being dumped on public garden area verses over the hill - C.Onderdonk to talk to Jim Andruskiewicz
2. Tenants complain of VERY loud music being played for hours at a time from an apartment- C. Onderdonk informed the tenant to keep music lower.
3. Tenants voiced questions and concerns on new patio/ apartment perimeter guidelines, questions and concerns were answered and or clarified by PHA .

9) Executive Session: Motion made by D. Goss and seconded by M. Domina at 4:55 p.m. to enter into Executive Session. So, moved. In attendance is D.Goss, M.Domina ,D.Hamelin also invited in attendance is F.Minor and C.Onderdonk

Discussion of legal issues.

Motion made by M.Domina and seconded by D.Hamelin at 5:07 p.m. to close Executive Session and return to regular meeting. So, moved.

10) Action taken in Executive Session:

1. None taken

11) Adjournment:

Motion made by M. Domina and seconded by D. Hamelin to adjourn the meeting at 5:30p.m. AIF. So, moved.

Respectfully submitted,

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February 13, 2023

Maureen Domina

Preston Housing Authority

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PRESTON, CT.

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PRESTON TOWN CLERK