

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

**April 11, 2022
Housing Authority meeting**

The meeting of the Preston Housing Authority was called to order on **Monday, April 11, 2022** at 4:04 pm by Chairperson L. Pappas.

1) Roll Call:

In attendance are Board Members: Chairperson Leigh Pappas, Vice Chairperson David Goss, Heidi Comeau, Dave Hamelin and Maureen Domina. 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 March 14, 2022 regular meeting were presented.

Motion to approve the minutes by L. Pappas and seconded by M. Domina.

3) Bills and Communications /Treasurer's Report:

M. Domina read the expenditures – the cash account analysis was not available. Motion to approve expenses by L. Pappas and seconded by D. Hamelin. So, moved.

4) Report of the Resident Services Coordinator:

F. Minor reported that the craft class has completed rabbits for the tree. The group is now circling back to Fall season crafts that were not completed due to COVID. Fran also reported that there are 8 families currently signed up for the Community Garden.

5) Old Business:

- 1) **Update Current Lease:** to be discussed under new business.
- 2) **Base Rent Increase.** C. Onderdonk obtained additional information regarding the process that needs to be followed. The posting and notification process will need to be followed even though the increase will not affect current tenants. There was discussion of increasing the base rent by \$50.00 per month. Motion by L. Pappas to table this discussion until May meeting, seconded by D. Goss, so moved.
- 3) **Tree Trimming:** M. Domina will walk through with contractor on April 20 and will mark trees with a plastic ribbon to provide a visual cue of what will be affected.
- 4) **Small Cities Grant:** There was discussion on the types of projects and to re-visit the plan from the engineering firm who pointed out areas of concern.

6) New Business:

- 1) **Update Current Lease:** There was discussion on the effective date of the lease and the possibility of adding security deposits to cover costs for damage.

Motion by L. Pappas that the new Lease be distributed by April 18, 2022 with an effective date of June 1, 2022. Seconded by H. Comeau, so moved.

There was additional discussion on the need for a security deposit, what it would be used for and the amount of security deposit to be required. Motion by L. Pappas to

table the discussion on security deposits until an amount for Base Rent is determined.
Seconded by H. Comeau, so moved.

7) Report of the Executive Director:

C. Onderdonk there was discussion on extending Lincoln Park Road through to Route 2 with a gate. L. Pappas will follow up with Town representatives.

Discussion on tuning the piano. Motion by L. Pappas to approve expenditure of \$140.00 to tune the piano. Seconded by M. Domina, so moved.

8) Public Comment:

There was a request to replace or provide the rope for clotheslines on the property. There was also discussion on the outdoor faucets at each building.

There were several areas of concern discussed that the Board will be sure to pay attention to when conducting inspections.

9) Adjournment:

Motion by L. Pappas and second by M. Domina to adjourn the meeting at 4:57 p.m. So, moved.

Respectfully submitted,

Heidi Comeau

Preston Housing Authority