

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

July 12, 2021

The monthly meeting of the Preston Housing Authority was called to order on **Monday, July 12, 2021** at 4:08 pm by Chairperson, Leigh Pappas.

1) Roll Call:

In attendance are Board Members: Heidi Comeau, Dave Hamelin and Maureen Domina. Also in attendance: Carol Onderdonk, Executive Director and Fran Minor, Resident Services Coordinator.
Excused: D. Goss

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

Minutes of the June 14, 2021 monthly meeting were presented.

Motion to approve the minutes by L. Pappas and seconded by D. Hamelin. So, moved.

3) Bills and Communications /Treasurer's Report:

Details of the monthly expenses and Cash Account Analysis were presented.

Motion to approve the Bills/Treasurer's report by L. Pappas and seconded by M. Domina. So, moved.

4) Report of the Resident Services Coordinator:

F. Minor gave a brief report. Update on the craft group – Weekly in person meetings have resumed. The group is currently working on butterflies and will soon be moving to snowmen.

5) Old Business:

- 1) **Update Current Lease:** The lease, patios and flowers and gardens were all discussed as one item. H. Comeau discussed determining one size for a single storage unit allowed on the patio. It was recommended that the unit be 5'W x 2'D x 4'H. Input was provided from residents as to what needs to be stored in the unit to help the board determine what size is appropriate. Discussion limiting one bird feeder per unit and ensuring plantings are more than 2 feet from the building and less than 3 feet from the walkways. A small patio set with 2 chairs was discussed, however there are sets that are quite small with 2 chairs. The board will need to provide a more specific recommendation.
- 2) **Patios:** Item discussed.
- 3) **Flowers and gardens around buildings:** Item discussed.
- 4) **Quarterly entertainment:** L. Pappas discussed working with Waterford Country School to bring in animals for entertainment. She has had experience with this organization and they provide a positive experience to everyone who participates. There was also discussion of music bingo - the Board and the residents very excitedly talked about this event. There was also discussion on the Swap Party and whether we needed to schedule another on. The residents did not seem to think we needed one but would let Carol know if we need one in the future. L. Pappas will reach out to Waterford Country School and Preston Parks and Recreation to schedule events.
- 5) **Fire egress and safety inspections:** L. Pappas discussed inspections and egress. She spoke with Mike Guiher and asked for clarification on what is an egress and the rules for widths and accessibility.

6) **Fire & emergency alarm testing by Integrated Security Systems:** the testing has been completed and all devices are working.

6) **New Business:**

1) Tree trimming. Will be getting quotes. Contractors will walk the property to help make recommendations on what needs to be done.

2) Routine scheduled maintenance of Lincoln Park: L. Pappas spoke with the Public Works Director regarding the pot holes and they will be cold patched and the cul-de-sac circle will be swept. A quote has been requested for a routine preventative maintenance contract for HVAC units. An engineering firm will be providing an assessment of on ADA accessibility. The board will need to meet in the near future to discuss and prioritize projects.

The issues with the security system have been addressed and it is more user friendly.

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

C. Onderdonk provided a quote for roof replacement. She stated it would be \$9380 for the larger roofs and \$7705 for the smaller roofs. The board will discuss this as part of its project discussion. She also reported that testing came back negative for the presence of lead in the water.

8) **Public Comment:**

Carpenter ants were reported as a concern. C. Onderdonk will contact our pest control service to have this addressed.

9) **Adjournment:**

Motion by L. Pappas and second by H. Comeau to adjourn the meeting at 5:20 p.m. So, moved.

Respectfully submitted,

Heidi Comeau

Preston Housing Authority