Plainville

PHA

Housing Authority

Equal Housing Opportunity

Susan Rogers – Chairperson
Greg Wehmeyer – Vice Chairman
Dana Cooper – Commissioner
Karen Spiewak – Commissioner

Paul M. Dumouchel – Management Agent

Plainville Housing Authority
Meeting Minutes
February 15, 2024

A regular meeting of the Plainville Housing Authority was held on Thursday, February 15, 2024 at 140 East Bacon Street in the Community Room.

Call to Order: 6:00 pm by Vice-Chair Wehmeyer

Present: Greg Wehmeyer, Karen Spiewak and Dana Cooper

Absent: Susan Rogers

I.   Approval of Warrants 11-12-13:

Commissioner Spiewak made a motion to approve the November Warrant in the amount of $29,578.81 for the month of November and the addendum as presented. Commissioner Cooper seconded the motion. Approved 3-0.

Commissioner Spiewak made a motion to approve the December Warrant in the amount of $32,651.00 for the month of December and the addendum as presented. Commissioner Cooper seconded the motion. Approved 3-0.

Commissioner Spiewak made a motion to approve the January Warrant in the amount of $15,693.95 for the month of January and the addendum as presented. Commissioner Cooper seconded the motion. Approved 3-0.

II. Approval of Minutes November 16, 2023:

Commissioner Wehmeyer made a motion to approve minutes of November 16, 2023 as presented. Commissioner Spiewak seconded the motion. Approved 3-0.

III. Financial Report:
The Management Agent reviewed the year-end financial reports and stated that the authority ended the year in solid condition. Reserves are at a healthy 82% and all budgetary line items, for PMR standards are within acceptable ranges.

IV.   FY2023 Year-End Reports:
        The Management Agent reviewed the FY23 reports with the Board. The
        "Top 5 Compensation Report", the "Lead Paint Acknowledgement Form"
        and the "Tenants Account Receivable"   . The Board signed off on all
        and the Management Agent will submit to EOHLC.

V.   Management Agent Report:
        - The Management Agent reported there were three (3) vacancies all
          of which have been made ready by Maintenance. In the process of
          qualifying applicants.
        - The Management Agent updated the Board on the statues of the PT
          Maintenance hiring process. A candidate had been identified, but
          later backed out because he received an offer of full-time
          employment.
        - The Management Agent shared Public Housing Notice 2023-21,
          which reviewed the premium and deductible increases in property
          insurance for all housing authorities.

IV.   Resident Services Coordinator Update:
        No questions from the Board.

V.   Old Business:
        - The Management Agent updated the Board on his communications
          with GATRA regarding the canopy. The Community Outreach
          Coordinator referred us to the Director of Maintenance, who stated
          he would be in contact with us. If he does not call the
          Management Agent will reach out.
        - No updates on the cross walk.
        - Commissioner Wehmeyer stated he did not pull papers to seek a
          second term on the Housing Authority Board. The Town Clerk's
          Office stated that a candidate did pull papers for the unexpired
          vacancy.
        - Crosswalk – Suggestion was made to call the DPW.

VI.   New Business:
        None.

VII.   Any Unforeseen Item(s) arising within 48 hours of the meeting that could
        not be included in the Board Agenda: None.

VIII.   Open Comments.

        1. Board –
           A. Commissioner Spiewak inquired if the Plainville Housing
              Authority has a snow removal policy. The Management Agent
              stated he did not think so, but if she felt one were needed, one
              could be constructed relatively easily. She also stated that the

website still is not activated. The Management Agent stated he would follow up with Emory Chapman for an update.

2. Management Agent – None.

3. Residents –
   - A Hilltop Terrace resident thanked Commissioner Wehmeyer for his service and wished him well.

3. Public – None in attendance.

4. Press – None in attendance.

5. <u>Motion to Adjourn</u>

   Commissioner Cooper made a motion to adjourn the meeting at 6:45 p.m. Commissioner Spiewak seconded the motion. Voted 3-0.

Respectfully submitted,

Paul M. Dumouchel
Management Agent