

Plainville Housing Authority
Minutes
April 16, 2026

A regular meeting of the Plainville Housing Authority was held on Thursday, April 16, 2026 at 140 East Bacon Street in the Community Room. Commissioner Kenney called the meeting to order at 6:00 PM.

Present: David Fine, Alex Kenney, Clark Valcovic

Absent: Dana Cooper

I. Approval of Minutes March 19, 2026

- a. Motion made by Commissioner Fine to approve the March 19, 2026 meeting minutes.
- b. Motion seconded by Commissioner Valcovic.
- c. Motion approved 3-0.

II. Approval of Check Warrant #39 in the amount of \$40,162.46

- a. Motion made by Commissioner Valcovic to approve Check Warrant #39.
- b. Motion seconded by Commissioner Fine.
- c. Motion approved 3-0

III. Management Agent Report

- a. Vacancy Report
 - i. 2 vacancies; one is ready, admin is searching for a qualified applicant; one is being worked on.
- b. Work Order Report – included in the packet for board review
- c. Project Update –Project #238050 Phase 2 Siding – Hilltop Terrace
 - i. Still awaiting kick off meeting for future start date; currently coordinating schedules to have the meeting; since the weather is improved, project will start soon after meeting.
- d. Financial Report February 2026
 - i. The Management Agent reported that the finances are in very solid shape two months into the fiscal year; positive rent collections, expenses are well under control, reserves are strong.
- e. Maintenance Update
 - i. Devlyn gave a brief overview of upcoming repairs; he also reported that the first fertilization treatment was applied to the grounds, as well as cleanup; he reported that a healthy lawn is developing.
 - ii. Devlyn further reported that the next big summer project will be installing raised garden beds that will be accessible for the residents to do gardening.
 - iii. Commissioner Valcovic inquired if the fertilizer used is organic or chemical-based; Devlyn briefly explained treatment process, and that the landscaping company would alert the authority if chemicals are ever used.
- f. Resident Services Coordinator Report

- i. Yasmaris is helping a number of residents as needed with services and re-certifications; the Management Agent gave a brief overview of how the RSC position came about in Plainville.

IV. Old Business

- a. Update on State-Appointed Board Member – Maria Mackey’s background check has been initiated; she will be on the board relatively soon; she will be included in communication to keep her up to speed.
- b. Bus canopy – GATRA agent was able to get the canopy re-done with a clear panel; visibility greatly improved.

V. New Business

- a. Election of new board officers
 - i. The Management Agent informed the board that Clark Valcovic has been elected to the board for a 5-year term.
 - ii. Election of Board Chair
 - 1. Commissioner Fine nominated Commissioner Kenney for the position.
 - 2. Nomination seconded by Commissioner Valcovic
 - 3. Nomination approved.
 - iii. Election of Vice Chair
 - 1. Commissioner Valcovic nominated Commissioner Fine, who declined the nomination.
 - 2. Commissioner Fine nominated Commissioner Valcovic for the position.
 - 3. Nomination seconded by Chair Kenney.
 - 4. Nomination approved.

VI. Any unforeseen item(s) arising within 48 hours of the meeting that could not be Included on the board agenda

VII. Questions and Comments

- a. Board Comments – None
- b. Management Agent Comments
 - i. The Management Agent suggested changing the meeting time to 5:00 p.m.
 - ii. After brief discussion, the board agreed to change the meeting time to 5:00 p.m.
- c. Resident Comments
 - i. A resident asked if the new lawn treatment is safe for pets; Devlyn informed the resident that it is pet-safe.
 - ii. A resident inquired about the barrels blowing over in the wind; Devlyn stated that wind blockers have been purchased to reinforce the barrels; he also stated that he plans to put chains around them as well.
 - iii. A resident inquired about getting new windows; Chair Kenney stated that a window replacement project would be a good proposal to the CPC; Commissioner Valcovic asked if MASS Save has ever been out to assess the property; the Management Agent said they had not, but that he would follow up with the funding possibilities to replace the windows at Hilltop Terrace.

- iv. Commissioner Fine mentioned the lack of adequate heat circulation in the unit bedrooms in the winter, and suggested an energy-efficiency survey be done on the property; the Management Agent will follow up on the idea.

VIII. Adjourn

- a. Motion made by Commissioner Fine to adjourn.
- b. Motion seconded by Commissioner Valcovic.
- c. Motion approved 3-0.
- d. Meeting adjourned at 6:21 p.m.

Respectfully submitted,

Paul M. Dumouchel
Executive Director