

Plainville Housing Authority
Minutes
May 21, 2026

A regular meeting of the Plainville Housing Authority was held on Thursday, May 21, 2026 at 140 East Bacon Street in the Community Room. Commissioner Cooper called the meeting to order at 5:00 PM.

Present: David Fine, Dana Cooper, Maria Mackey, Alex Kenney (arrived at 5:03)

Absent: Clark Valcovic

I. Approval of Minutes April 16, 2026

- a. Motion made by Commissioner Fine to approve the April 16, 2026 meeting minutes.
- b. Motion seconded by Commissioner Mackey.
- c. Motion approved 3-0.

II. Approval of Check Warrant #40

- a. Motion made by Commissioner Mackey to approve Check Warrant #40.
- b. Motion seconded by Commissioner Fine.
- c. Motion approved 3-0

III. Management Agent Report

- a. Vacancy Report
 - i. 2 vacancies; one was offered on May 7; awaiting response
- b. Work Order Report – included in the packet for board review; any questions can be asked outside the meeting; not may work orders this month.
- c. Project Update –Project #238050 Phase 2 Siding – Hilltop Terrace
 - i. Kickoff meeting happened, starting work once submittals are in.
 - ii. Commissioner Cooper asked which buildings are being worked on; Devlyn reported that buildings 1-4 are being done.
- d. Affirmative Action Goal Acknowledgement
 - i. The Management Agent gave a brief explanation of the policy on the composition of the housing authority reflecting the population of the metro area.
- e. Financial Report April 2026
 - i. The Management Agent reported that rent collections are running over budget; operating receipts over as well; admin expenses over budget due to software fees being paid up front at the beginning of the year; utilities are higher, but are subsidized by the state; maintenance expenses are well under budget.
 - ii. Reserves are good, and the housing authority is in good shape.
- f. Maintenance Update
 - i. Devlyn gave a summary of vacancy turnover work
 - ii. Inspections were completed by Bureau Veritas, and he is pleased with the results; final reports are forthcoming.

- iii. Annual safety upkeep inspection was done and had a 96% pass rate; the Management Agent stated that all housing authorities are having these inspections done in efforts to modernize all public housing projects in the state.
- iv. Commissioner Cooper asked about the funding the authority will get; the Management Agent said it will be similar to our usual funds from the state every year to be used for further upgrades.

IV. Old Business

- a. Maria Mackey was welcomed to the board.
- b. Raised Garden Beds
 - i. The Management Agent addressed the efforts of the housing authority to make things better with the projects that are implemented; the new garden beds were meant to stem the arguing that had happened in the past over who could garden and where the gardens could be. He received constructive feedback about them. He stated if it's not going to be acceptable to the residents, we won't proceed.
 - ii. Devlyn commented on the thought process behind the design of the garden beds, which is to limit maintenance interference and be ADA compliant; the beds will be stained and include trim to make them look nice. Commissioner Fine added comments on how to beautify them, and what to use on the bottom so they do not rot out. Discussion on the use of pressure-treated wood being dangerous to use; Devlyn further stated that they are still working on the best design, and will proceed as the board wills.
 - iii. Chair Kenney reiterated the need to do what the residents want; Commissioner Cooper asked for a show of hands from the gathered residents on who wanted the garden beds; voting was split.
 - iv. Brief discussion ensued about ADA compliance measures.
 - v. The Management Agent suggested a compromise: the current beds will be redesigned to include the stated design suggestions voiced here, and then we can re-evaluate. Devlyn stated he is willing to do whatever is needed. There was consensus on this compromise.
 - vi. A resident asked if individual beds could be built for those who want to garden; Devlyn will look into a design plan for individual garden beds.

V. New Business

- a. Commissioner Fine had several questions about various projects around the grounds; Devlyn informed him of the measures he is and has taken to address Commissioner Fine's concerns.

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. Resident Comments

- i. A resident notified Devlyn of the need for a new rood on the maintenance garage; Devlyn stated that it is on his list.
- ii. A resident asked about the kitchen crank window not opening very far and would like it to be fixed; Commissioner Mackey asked Devlyn if he can take some time checking the several problem windows in the property; Devlyn said he will do window inspections for those having problems.
- iii. A resident asked about venting the kitchen stoves outside while the siding is being worked on; Devlyn stated that he brought it up with the project designer, and it is not going to be in motion in time to coincide with the siding project. He also stated it has to be done by professional HVAC workers per building codes.
- iv. A resident asked Devlyn about the price of a lockout; Devlyn stated it is in the tenant handbook and he would check with MeLinda Williams to make sure the latest version of the handbook is available.
- v. A resident expressed concern about her trash being picked up; Devlyn spoke privately with said resident about the issue.

VIII. Adjourn

- a. Motion made by Commissioner Mackey to adjourn.
- b. Motion seconded by Chair Kenney.
- c. Motion approved 4-0.
- d. Meeting adjourned at 5:58 p.m.

Respectfully submitted,

Paul M. Dumouchel
Executive Director