

Plainville Housing Authority  
Minutes  
February 19, 2026

A regular meeting of the Plainville Housing Authority was held on Thursday, February 19, 2026 at 140 East Bacon Street in the Community Room. Chair Cooper called the meeting to order at 6:00 PM.

Present: Dana Cooper, David Fine, and Andrew LaBerge

Absent: Alex Kenney

I. Approval of Minutes December 18, 2025

- a. Motion made by Commissioner LaBerge to approve the December 18, 2025 meeting minutes.
- b. Motion seconded by Commissioner Fine.
- c. Motion approved 3-0.

II. Approval of Check Warrants #36 and #37

- a. Motion made by Commissioner LaBerge to approve Check Warrants #36 and #37.
- b. Motion seconded by Commissioner Fine.
- c. Motion approved 3-0

III. Year-End Reporting – 2025

- a. MA gave brief remarks on FY25 year-end totals - strong year, reserves at 86%; small write-off total of \$2,365.00
- b. Acknowledgment of Lead Paint reporting signed by board; brief discussion on lead paint policy
- c. Top-5 Compensation form signed by board
- d. Financial report signed by board
- e. Commissioner LaBerge inquired about rent raises; the Management Agent explained that rent is income-based for each resident and briefly explained recertification process.

IV. Management Agent Report

- a. Vacancy Report - 3 vacancies in varying stages of being turned
- b. Project Update –Project #238050 Phase 2 Siding – Hilltop Terrace
  - i. Project to start in Spring; awaiting kick-off meeting
  - ii. Authorize Management Agent to enter in a contract with KN Environmental in the amount of \$93,900.00
  - iii. Commissioner LaBerge asked about different bid amounts; the Management Agent explained possibilities why bids are different.
  - iv. Commissioner Fine cautioned against ending up with extra materials again; the Management Agent stated that and other issues will be discussed at the kick-off meeting.

- v. Commissioner LaBerge asked about possible qualms about using a different company; the Management Agent reassured that the companies are thoroughly vetted.
  - vi. Motion made by Commissioner LaBerge to Authorize Management Agent to enter in a contract with KN Environmental in the amount of \$93,900.00.
  - vii. Motion seconded by Commissioner Fine.
  - viii. Motion approved 3-0
- c. Brief discussion on Robert Smith's letter regarding proprietary siding specifications - board approval needed
    - i. Motion made by Chair Cooper to approve Proprietary Siding Specifications.
    - ii. Motion seconded by Commissioner Fine.
    - iii. Motion approved 3-0
  - d. Acceptance of Administrative fees from state - \$13,178.00 for Project #238045; \$200 for Project #238052
    - i. Motion made by Chair Cooper to accept the administrative fees.
    - ii. Motion seconded by Commissioner Fine.
    - iii. Motion approved 3-0

V. Old Business

- a. Update on State-Appointed Board Member – Maria Mackey's application is still under review.
- b. Suggestions of upcoming property projects – Devlyn House
  - i. Devlyn stated that the siding project is the next focus, and that the door project is wrapped.
  - ii. Devlyn also stated that a community gardens project is in the works, as well as other landscaping projects, and continued renovations for the units.
  - iii. Commissioner Fine inquired about the automatic door for building #9; Devlyn stated that it is down, but he is working with contractor to get it done within a month.
  - iv. Commissioner LaBerge inquired about the status of the bus shelter request that the white wall be changed; the Management Agent stated will again reach out to GATRA concerning the matter.
  - v. Commissioner LaBerge further inquired if people are using the bus shelter; Commissioner Fine stated that people more regularly go across the street to catch the bus going toward town and the shelter would be better on the other side of the road, but we don't own that land; the Management Agent commented that it might be good to ask if it can be moved across the street; Chair Cooper stated that it had been asked about a few years ago and that the result was that it was considered a liability to move it.

VI. New Business

- a. Election of a Board Vice Chair – board decided to wait until the new board is constituted in April.

VII. Any unforeseen item(s) arising within 48 hours of the meeting that could not be Included on the board agenda - None

VIII. Questions and Comments

a. Board Comments

i. Commissioner LaBerge stated that he is not seeking re-election to the Housing Authority Board as he will be running for Select Board; he expressed gratitude for having been able to serve on the Plainville board.

b. Management Agent - None

c. Resident Comments - None

IX. Adjourn

a. Motion made by Commissioner LaBerge to adjourn.

b. Motion seconded by Commissioner Cooper.

c. Motion approved 3-0.

d. Meeting adjourned at 6:42 p.m.

Respectfully submitted,

Paul M. Dumouchel  
Executive Director