Plainville Housing Authority
Minutes
March 19, 2026

A regular meeting of the Plainville Housing Authority was held on Thursday, March 19, 2026 at 140 East Bacon Street in the Community Room. Commissioner LaBerge called the meeting to order at 6:01 PM.

Present: David Fine, and Andrew LaBerge, Alex Kenney

Absent: Dana Cooper

I. Approval of Minutes February 19, 2026
   a. Motion made by Commissioner Kenney to approve the February 19, 2026 meeting minutes.
   b. Motion seconded by Commissioner Fine.
   c. Motion approved 3-0.

II. Approval of Check Warrant #38
   a. Motion made by Commissioner Kenney to approve Check Warrant #38.
   b. Motion seconded by Commissioner Fine.
   c. Motion approved 3-0

III. Management Agent Report
   a. Vacancy Report
      i. 3 vacancies in the process of being turned
      ii. Devlyn gave a brief overview of work being done; Commissioner Fine asked about a resident who wants to be transferred to the 1st floor; Devlyn stated that the process was communicated to the resident; the Management Agent is also aware of the situation.
   b. Work Order Report – included in the packet for board review
   c. Project Update –Project #238050 Phase 2 Siding – Hilltop Terrace
      i. Contracts in place; awaiting kick off meeting for future start date
   d. Financial Report January 2026
      i. The Management Agent reported that the finances are in very solid shape
      ii. Reserves at 83%, rents are strong, maintenance expenses under control; utilities are a bit high, but will trend down as spring and summer approach; he also stated that any projects that need doing can be eligible for state administrative fees.
   e. Amendment 19 Contract for Financial Assistance
      i. State has obligated $98,550 to PHA for June 30, 2028; board approval needed
      ii. Motion made by Commissioner Kenney to accept Amendment 19.
      iii. Motion seconded by Commissioner Fine.
      iv. Commissioner LaBerge inquired if Financial Assistance is a standard practice; the Management Agent stated it is a standard procedure to fund projects to improve the property; he gave a brief exposition of funding process from state for a fiscal year.

v. Motion approved 3-0

f. Landscaping Agreement
   i. Devlyn reached out to 3 vendors; Giambanco (current vendor) quoted $12,876.75 for the season; board approval needed.
   ii. Devlyn commented that it is a good quote for standard services that they've provided for the past two years; Commissioner Fine commented on a few spots that need attention, but expressed overall satisfaction with the landscaping company.
   iii. Motion made by Commissioner Kenney to approve Giambanco for landscaping services.
   iv. Motion seconded by Commissioner Fine.
   v. Motion approved 3-0

g. Resident Services Coordinator Report
   i. Yasmaris is the RSC assigned to Plainville; she is learning and making progress, earning the confidence of the residents.
   ii. The Management Agent will let her know not to include residents' names in her reports.
   iii. She is in the office on Wednesdays and reachable for anyone who needs assistance.

IV. <u>Old Business</u>

a. Update on State-Appointed Board Member – Maria Mackey's application is still under review.

b. Bus canopy – the Management Agent reached out to the GATRA board member, she plans to bring it up with the board at their meeting this month and will follow up with the Management Agent.

V. <u>New Business</u>

a. The Management Agent thanked Commissioner LaBerge for his service to the board and presented him with a clock as a parting gift; Commissioner LaBerge expressed gratitude for having the opportunity to serve and that it has been a pleasure for him to be part of the organization.

b. Clark Valcovic will be joining the board in April.

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

a. Commissioner Kenney met with the Community Preservation Committee; projects are application-based and they have a certain dollar amount they have to allocate to the housing authority; he stated that there is a possibility for financing for future projects so long as they meet certain criteria; the committee's next meeting is upcoming, so it is likely too late to request anything now; Commissioner LaBerge stated it might be a good source to use toward accessibility upgrades to the facility.

VII. <u>Questions and Comments</u>

a. Board Comments – None

b. Management Agent - None

c. Resident Comments - None

VIII. Adjourn

a. Motion made by Commissioner Kenney to adjourn.
b. Motion seconded by Commissioner LaBerge.
c. Motion approved 3-0.
d. Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Paul M. Dumouchel
Executive Director