

**Preston Housing Authority
11 Lincoln Park Rd. Ext.
Preston, CT 06365**

**May 16, 2022
Housing Authority meeting**

The meeting of the Preston Housing Authority was called to order on **Monday, May 16, 2022** at 4:06 pm by Chairperson L. Pappas.

1) Roll Call:

In attendance are Board Members: Chairperson Leigh Pappas, Heidi Comeau, Dave Hamelin and Maureen Domina. Also in attendance: Carol Onderdonk, Executive Director and Fran Minor, Resident Services Coordinator. Excused: Dave Goss.

2) Reading and approval of the minutes of the previous meeting and any intervening special meeting:

Minutes of the April 11, 2022 regular meeting were presented.

Motion to approve the minutes by L. Pappas and seconded by M. Domina.

3) Bills and Communications /Treasurer's Report:

M. Domina read the expenditures and cash account analysis. Motion to approve expenses by L. Pappas and seconded by M. Domina. So, moved.

4) Report of the Resident Services Coordinator:

F. Minor reported that the craft class has completed flowers for the tree and decorations for the office. Fran also reported that there are 10 families currently signed up for the Community Garden. The project for Orchard Grove was completed and personalized cards have been sent.

5) Old Business:

1) Base Rent Increase. C. Onderdonk stated we could increase the base rent as follows:

- a. **Efficiency:** \$400 to \$450
- b. **One bedroom:** \$425 to \$475

Motion by L. Pappas to approve the base rent increases, seconded by M. Domina, so moved.

2) Tree Trimming: M. Domina presented a quote for the trimming and removal of trees on the property. M. Domina will inquire as to how long the quote is valid. Motion by L. Pappas to table the discussion until the June meeting, second by H. Comeau. So, moved.

3) Small Cities Grant: L. Pappas discussed concerns identified in report from CLA Engineers. C. Onderdonk will send letter requesting Towns support to the Town Treasurer.

6) New Business:

1) Roaming cats: there was discussion of roaming cats on the property. H. Comeau suggested a reminder be sent to residents that animals (pets) should not be left outside with letters of violations if it continues. There was discussion of the use of Have a Heart Traps to move the feral cats to another location.

2) Mulch: there was discussion on purchasing mulch and whether it was more cost effective to purchase in bulk or in bags. C. Onderdonk will survey residents who would like mulch and color preferred.

7) Report of the Executive Director:

C. Onderdonk reported that she would like to utilize another service for conducting background checks on potential residents. She stated other local Housing Authorities are utilizing this same service. She also reported that a thank you letter was received from the Fire Department regarding a previous donation which came with the annual donation request. It was agreed to contribute \$50 toward the annual appeal.

8) Public Comment:

T. Guiher spoke on behalf of his daughter with concerns regarding signing the new lease. There are mold concerns that he wants to ensure do become the responsibility of the tenant (his daughter). C. Onderdonk will reach out to a contractor.

June 6, 2022 has been confirmed as the property inspecting day.

9) Adjournment:

Motion by L. Pappas and second by H. Comeau to adjourn the meeting at 5:27 p.m. So, moved.

Respectfully submitted,

Heidi Comeau

Preston Housing Authority