

**PLAINFIELD HOUSING AUTHORITY**

**Minutes- July 13, 2021**

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Gloria Bergeron called the meeting to order at 7:00 p.m.

**Members Present:** Gloria Bergeron Chairman  
Cheryl Roberts Vice Chairman  
June Gagne Secretary  
Anthony Luberto Treasurer

Received For Record At Plainfield CT  
On July 14, 2021 @ 11:30 am  
Attest: Barbi J. Gardiner  
Barbi J. Gardiner, Town Clerk

**Members Absent:** None

**Others Present:** Executive Director Kathy Carter  
Carol Rainville Section 8 Coordinator

**Approval of the minutes**

Anthony Luberto made a motion to accept the minutes of May 11, 2021 meeting. Cheryl Roberts seconded the motion. All were in favor. So voted.

**Report of the Management Agent**

**Occupancy**

There are currently three vacancies (#8 and #18)

No reports of COVID cases have been received thus far in the pandemic.

**Unfinished Business**

None

**New Business**

**Annual Plan for Housing Choice Voucher Program**

After a brief discussion a motion was made by June Gagne to approve the annual plan as submitted and sign board resolution #0049. Anthony Luberto seconded the motion. All were in favor. So voted.

**Board Meetings**

Discussion was held regarding moving meetings to quarterly rather than bi-monthly. Gloria Bergeron noted that there are no requirements noted in the charter. After a brief discussion it was agreed that starting in January 2022 meetings will be held quarterly. Cheryl Roberts made a motion to move meetings to quarterly starting in January 2022. Anthony Luberto seconded the motion. All were in favor. So voted.

**Gazebo**

The following bids were received for the roof replacement of the gazebo:

- |                                       |            |
|---------------------------------------|------------|
| 1. Guaranteed Roofing                 | \$6,900.00 |
| 2. The Roofing Store, LLC             | \$7,177.80 |
| 3. Construction Consultant Contractor | \$7,450.00 |

After reviewing the bids a motion was made by June Gagne to award the contract to the local contractor, The Roofing Store. The motion was seconded by Cheryl Roberts. All were in favor. So voted. Anthony Luberto abstained from voting.

**Laundry Room**

Kathy Carter noted that she would like to work with the architect to modify the laundry room layout design to make it more handicap accessible. Discussion was held on possibly eliminating the storage to gain more space. The board agreed with this idea.

**Adjournment**

There being no further business, Cheryl Roberts made a motion to adjourn the meeting at 7:39 p.m. June Gagne seconded the motion. All were in favor. So voted.

Respectfully submitted,

  
Kathy Carter  
Executive Director