

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

SPECIAL MEETING MINUTES

Housing Authority Office

May 17, 2019

8:30 a.m.

Attendance: Mr. Long, Chairman; Mr. Simonsen, Vice Chairman; Ms. Hall, Assistant Treasurer; April Morin, Secretary-Treasurer was excused; Kathy Holt, Commissioner; Ms. Fields, Executive Director; Hannah Rudd, Development Coordinator; invited guests Kathy Ward and Edith Allison.

The meeting was called to order at 8:33 a.m. by the Chairman.

MINUTES

The Chairman declared, without objection, the acceptance of the minutes of the April 18, 2019 Regular Meeting.

COMMENTS FROM THE PUBLIC

Ms. Fields shared a card written to the office staff from a Wrights Village tenant stating it was her sixth-year anniversary living at Wrights Village and she is as happy living here today as the day she moved in.

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

A motion was made by Ms. Holt and seconded by Ms. Hall to approve the April bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made Ms. Holt and seconded by Mr. Simonsen to approve March financials. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Ms. Hall and seconded by Ms. Holt to approve the April Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

None

COMMENTS FROM COMMISSIONERS

None

COMMITTEE REPORT

None

UNFINISHED BUSINESS

Summer Intern

Ms. Fields sent the posting for a summer intern to Mr. Garvey at UCONN on May 3, 2019. He will post the internship.

NEW BUSINESS

Section 8 SEMAP

Ms. Fields received the Section 8 Management Assessment Program (SEMAP) score form HUD. The Mansfield Housing Authority has been rated as a High Performer once again.

HAI Group Property and Liability Insurance

Ms. Fields stated that the Housing Authority has been purchasing its property and liability insurance through the State of Connecticut DAS insurance program for years and Housing Authority Insurance Group (HAI) has been providing that coverage. HAI is a member owned organization with insurance programs designed to serve Housing Authorities. A letter was received from HAI stating they intend to issue a conditional renewal in the DAS insurance program as well as a proposal directly to Housing Authorities. This is being done due to complaints HAI has received from Housing Authorities with the current structure through the DAS insurance program. Ms. Fields will keep the Board updated when the proposal is received.

Green Bank Loan Modification

Ms. Fields requested an extension on the Green Bank Loan. Mr. D'Agostino asked for the latest financials and the 2017 audited financial and the 2018 unaudited financials were sent on April 24, 2019. The Green Bank provided a loan modification and extension for signature. The agreement provides for a three-year extension and states that any further advances will be at the discretion of the Lender. The original loan was in the amount of \$27,150 of which \$16,875 was disbursed with \$10,275 remaining.

A motion was made by Mr. Simonsen and seconded by Ms. Hall to approve the Green Bank loan modification and extension for signature. Motion approved unanimously.

MEETING DATE REVIEW

The next two Regular Meetings will be held on June 20, 2019 and July 18, 2019 at 8:30 a.m.

OTHER BUSINESS

None

ADJOURNMENT

The Chairman declared the meeting adjourned at 9:15 a.m. without objection.

April Morin, Secretary

Approved:

Richard Long, Chairman