

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
January 26, 2010
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice President; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:12 a.m. by the Chairperson.

MINUTES

The Chairperson declared the acceptance of the minutes of the December 17, 2009 Regular Meeting without objection.

COMMENTS FROM THE PUBLIC

COMMUNICATIONS

Ms Fields received a letter from Gina Devivo Brassaw at the University of Connecticut Office of Community Outreach asking if the Wrights Village residents would like to have student volunteers help out with a one day project. Ms Fields suggested that Mr. Eddy or some other representative from the Resident Advisory Committee be responsible for providing direction and supervision for a project on a day the students are available. Mr. Eddy will contact Ms Devivo Brassaw and set up the specific date.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to accept the December 2009 Bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to accept the November 2009 Financial Reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Ms Christison-Lagay and seconded by Ms Hall to accept the November 2009 Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Resident Advisory Committee

Mr. Eddy was not able to set a meeting up for January. He will set up a steering committee meeting in February.

COMMITTEE REPORTS

Finance Committee

Committee members discussed with the Board the proposed draft of the accounting of the Reserves separately from the Statement of Revenues and

Expenses. Until the new Life Cycle report is received showing the required reserves needed for capital replacements accurate numbers cannot be shown. It is expected that the Life Cycle report will be completed within the next month.

UNFINISHED BUSINESS

Storage at Holinko Estates

Storage issues were discussed at Holinko. It was decided that some board members will conduct a walk thru of the storage area with the fire marshal to discuss the specific issues and possible solutions. Ms Fields will contact the fire marshal's office and set up a meeting date.

NEW BUSINESS

Liberty Wire Transfer Agreement and Money Market Accounts

The Board requested that Ms Fields set up money market accounts with the ability to transfer money between accounts. A motion was made by Ms Christison-Lagay and seconded by Mr. Simonsen to approve and execute the attached resolution. Motion approved unanimously.

Section 8 Administrative Plan

A motion was made by Mr. Simonsen and seconded by Ms Christison-Lagay to accept the Section 8 Administrative Plan as updated by Nan McKay, effective October 2009, with all required federal regulations and revisions to clarify Chapter 4, Local Preferences. Motion approved unanimously.

Reschedule February Board Meeting

The February Regular Board Meeting is rescheduled from February 18, 2010 to February 19, 2010 at 11:00 am. Ms Fields will post the required notice.

Reserved Parking Spaces

Ms Rychling requested a reserved parking space no more than 60 feet from her door. Due to time constraints, this business item has been continued to next month's meeting.

OTHER BUSINESS

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:15 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson