

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
March 22, 2012
8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Kathleen Ward, Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:37 a.m. by the Chairperson.

MINUTES

The Chairperson declared the minutes of the February 27, 2012 Regular Meeting and the February 27, 2012 Executive Session Notes accepted without objection.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

State Service Fees

Ms Fields reported that in addition to CHFA no longer collecting these fees, CHFA has returned the retained fees to the Housing Authority. They were deposited in the accounts for Wrights Village and Holinko Estates. The state is allowing the funds to be deposited for "use at any one or all of the state financed properties as the owner determines will benefit the properties." Ms Fields suggested that we might not want to just add them to the "Reserves" but consider other options and needs.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to use the funds to payback any loans made from Holinko Estates to the Housing Authority to pursue additional moderate income housing. Motion approved unanimously.

RAP and RSC Programs

Ms Fields has received what is hopefully the final correspondence regarding the financing of the RAP and RSC Program grants. The last correspondence from DECD is that they will be fully funding both programs. Due to lower than expected state revenues there had been some question as to whether or not they would be able to fully fund the grants.

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the January Financial. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded Ms Ward to approve the January Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr Eddy reported that Mansfield provided approximately \$125,000 in grants to organizations providing services to Mansfield residents.

Dog Excrement Policy

Mr. Eddy provided a draft policy for review. Ms Fields will set up a meeting with the members of the Policy Committee to finalize the draft to be brought to the Board.

Outside Lights

Ms Fields reported all lights should be working.

General Reports

Mr Eddy reported that the Trash Shed by the 400 Building has finally been cleaned up. Residents have been mixing trash with recyclable and leaving bulky waste items in the shed. When trash and recyclables are mixed, they will not be pickup up by either the trash hauler or the recyclable hauler.

AD HOC COMMITTEE REPORTS

Affordable Housing Committee

The committee has not met. Ms Fields stated that she would like to address the Board in Executive Session.

Executive Session

Ms Fields raised several issues which are subject to privileged communications. The Chairman responded that the issues should be considered in executive session.

A motion was made by Mr. Simonsen and seconded by Ms Hall to invite Ms Fields to the Executive Session and to go into Executive Session at 9:40 a.m. Motion approved unanimously.

The Board came out of Executive Session at 9:55 a.m.

UNFINISHED BUSINESS

Legal Updates

Ms Fields reported that all legal updates were addressed in the previous Executive Session.

Wrights Village - Weatherization

Ms Fields was updated by Angelique Roberts, Project Manager for the Access Agency, on the ARRA funds. She stated that the project is complete as far as ARRA funds being used, however, she is still working with CL&P to come to an agreement on what they will cost share for the new fans in the kitchens and baths and new thermostats.

NEW BUSINESS**Solar Panel Update**

Ms Fields reported that the office solar panels officially paid for all electrical usage for the office and has had a credit of \$320.47 applied to its account. The credit will be split between the three housing programs.

HUD Funding/Set-Aside Funding/Cost Reductions

HUD has provided an update to the original funding. They will be requiring us to use \$110,074 of the Housing Assistance Payment (HAP) Reserves. HUD San Francisco called Ms Fields to encourage requesting set-aside funding. While it does not look promising, Ms Fields will do so. These problems are being felt by all housing authorities across the country.

HUD has also released a Notice to all Housing Authorities suggesting ways to reduced administrative expenses to help offset the reduced administrative fees. The total HUD budget for Administrative Fees to be paid to Housing Authorities is lower than 2008 levels. Ms Fields is reviewing the suggestions, many of which have been performed by the Housing Authority for years.

NEXT MEETING DATE

No Change

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:33 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson