

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
September 20, 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 8:32 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Eddy and seconded by Ms Ward to accept the minutes of the August 16, 2012 Regular Meeting and the September 6, 2012 Special Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Ms Hall to approve the August bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Ms Ward to approve the July Financial. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr Eddy reported that Barbara Winslow, the Town Senior Social Worker, is leaving and that Kevin Grunwald, Director of Human Services is leaving in the spring. Mr Eddy also stated that there would be a transportation meeting next month to discuss needs in the area.

General Reports

Mr. Eddy's stated that his term will expire next month. Mr. Long asked Mr. Eddy if he would consider serving another term and he agreed. Mr. Long will provide the Committee on Committees with a written request to consider Mr Eddy for another term.

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. Eddy and seconded by Ms Ward to invite Ms Fields to the Executive Session and to go into Executive Session at 9:30 a.m. Motion approved unanimously.

The Board came out of Executive Session at 9:50 a.m.

UNFINISHED BUSINESS

Legal Updates

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

NEW BUSINESS

Foodshare Agreement

Ms Fields stated that on August 29, 2012 she met with Kevin Grunwald, Barbara Winslow and a Foodshare representative to locate an area at Wrights Village for the Foodshare trunk to park and disperse food. It would park here every other Thursday from 11:15 am to 11:45 am and distribute food to low income people in the town of Mansfield and surrounding areas.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to authorize the Mr Fields to execute the Foodshare Agreement. Motion approved unanimously.

PHA Plan Submission

Ms Fields provided the Chairman with the required certifications to be signed. Ms Fields will submit the annual certifications to HUD.

New Mower for Holinko Estates

Ms Fields stated that the mower for the Holinko Estates property needs to be replaced. The current mower threw a rod in the engine and there are electrical issues and the frame is bent. Currently, it doesn't run.

A motion was made by Mr. Eddy and seconded by Ms Ward to authorize an amount not to exceed \$3,000 to purchase a new mower for Holinko Estates. Motion approved unanimously.

Capital Budgets

Ms Fields discussed the list of possible projects beginning with landscaping at both projects. Additional items on the list were sidewalk repairs/resurfacing and trash shed replacement at Wrights Village along with ongoing bath and kitchen remodels at Holinko Estates.

MEETING DATE CHANGE

The October Regular Meeting has been rescheduled to October 17, 2012 to allow all Board members to be present.

OTHER BUSINESS

None

ADJOURNMENT

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

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson