

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

October 20, 2016

9:30 a.m.

Attendance: Mr. Long, Chairman; Mr. Simonsen, Vice Chairman; Mr. Eddy, Secretary and Treasurer was excused; Ms. Hall, Assistant Treasurer; Ms. Fields, Executive Director; Hannah Rudd, Development Coordinator; and Edith Allison, Guest

The meeting was called to order at 9:23 a.m. by the Chairman.

MINUTES

The Chairman declared, without objection, the acceptance of the minutes of the September 26, 2016 Annual Meeting.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

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

Ms. Fields stated the office electric bill received a credit of \$541 for its solar panel production in excess of electrical use.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

There is no Tenant Commissioner at this time

COMMENTS FROM COMMISSIONERS

None

COMMITTEE REPORTS

None

UNFINISHED BUSINESS

Housing Trust

Ms. Rudd stated that there is no new information at this time.

NEW BUSINESS

HUD Annual Plan

Ms. Fields stated that she filed the HUD Annual Plan on October 11, 2016.

Security Deposit – Elderly Housing

Ms. Fields stated that a new law, effective October 1, 2016 allows a security deposit to be collected for Elderly Housing. The deposit can be required; must be allowed to be paid over a 12- month period; and can be waived or the payment period can be extended. It is only applicable to new tenants. A new policy would have to be created to cover security deposits. Ms. Fields suggested it is something to consider, but does not have to be determined at this time.

Biennial Recertification at Wrights Village/E-RAP Program

The biennial recertification process has begun at Wright’s Village. As income are adjusted from two years ago there will not be enough E-RAP for those needing assistance to keep their rent at 30% of adjusted income. The State will no long allow E-RAP funds to transfer to another tenant in the event that a tenant who receives E-RAP moves out. Those funds would need to be returned to DOH. All tenants moving in are required to have enough income to support the Base Rent without paying more than 30% of their adjusted income. E-RAP is designed for those already living in Senior/Disabled Housing. Ms. Fields suggested that this be readdress in January when a final E-RAP payment will be known and a shortage, if any, can be addressed.

EXECUTIVE SESSION

There was no need for an Executive Session.

MEETING DATE REVIEW

The next meeting Regular Meeting is November 17, 2016 at 9:30 a.m.

OTHER BUSINESS

None

ADJOURNMENT

The Chairman declared the meeting adjourned at 10:26 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairman