

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

August 20, 2020

8:30 a.m.

Attendance Via Conference Call: Mr. Long, Chairman joined the meeting at 8:55; Mr. Simonsen, Vice Chairman; Ms. Hall, Assistant Treasurer; Ms. Morin, Secretary-Treasurer; Ms. Holt, Commissioner; Ms. Fields, Executive Director; Ms. Rudd, Assistant Director; invited guests Ms. Ward and Ms. Allison.

The meeting was called to order at 8:40 a.m. by the Vice Chairman.

MINUTES

The Vice Chairman declared, without objection, the acceptance of the minutes of the July 16, 2020 Regular Meeting.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

A motion was made by Ms. Morin and seconded by Ms. Holt to approve the June financial reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

Ms. Morin had nothing to report.

COMMENTS FROM COMMISSIONERS

None

COMMITTEE REPORT

None

PROPERTY MANAGEMENT (NON-OWNED)

South Eagleville (Eagleville Green)

Regarding the development, the FHLB loan application was submitted on July 30, 2020. New tenants have moved into both houses.

UNFINISHED BUSINESS

Holinko Eviction

Judgement was granted on March 12, 2020. The execution was filed. The court is not executing any evictions until September 1, 2020 under orders from the governor.

Willington Housing Authority

Willington Housing Authority has decided to go with the original bids and has accepted the original low bidder.

Section 8 Housing Choice Voucher CARES Act funds

Ms. Fields requested that money from the CARES Act fund be used to pay the Section 8 coordinator for the additional hours worked outside normal working hours due to childcare responsibilities associated with coronavirus. This is a HUD eligible coronavirus-related activity for which the funds can be used. Ms. Vangsness will provide Ms. Fields with the average hours per week since March 27, 2020 which is the start date for coronavirus-related expenses under the CARES Act. Ms. Fields will inform Ms. Vangsness that the money to cover work outside normal working hours will only be available until the funds are exhausted or December 31, 2020, whichever comes first.

UPDATE: The period of availability for expenditure of these funds has been extended to June 30, 2021 per HUD PIH Notice 2020-18. Notice was received that another distribution in the amount of \$26,219 will be made in August.

NEW BUSINESS

Rent Increase Comments

Due to COVID-19, no in person meeting took place. Ms. Fields sent out an invitation to all tenants requesting submission of comments on the proposed rent increase to be received in the office no later than noon on August 19, 2020. Comments could be received though email, voice mail or written and placed in our locked mailbox.

One comment was received from a Wrights Village tenant stating he wished the rent would be fixed and not have any annual increases. A letter was sent to tenants providing options and information on HUD properties that exist in both Mansfield and Coventry that have fixed rents at 30% of adjusted income. The letter was sent in 2016 and another letter was sent this year as well. Wrights Village was designed for incomes levels from 50-80% AMI. Currently rent and utilities for Wrights Village after the 2021 increase will be approximately 36-37% of market rate.

RESOLUTION

WHEREAS, it is necessary that the Housing Authority of the Town of Mansfield to increase the base rent at Holinko Estates and Wright's Village to meet increased costs of management and capital needs of the property,

THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE TOWN OF MANSFIELD THAT:

The Base Rent at Holinko Estates will be increased, effective May 1, 2021, as follows:

- a. Two Bedroom Flats from \$640 to \$660 per month.
- b. Two Bedroom Townhouse from \$670 to \$690 per month.
- c. Three Bedroom Flats from \$715 to \$745 per month.
- d. Three Bedroom Townhouse from \$745 to \$775 per month.
- e. Four Bedroom Townhouse from \$805 to \$835 per month.

The Base Rent at Wright's Village will be increased, effective January 1, 2021, as follows:

- a. Small One Bedroom from \$375 to \$395 per month.
- b. Large One Bedroom from \$385 to \$405 per month.

A motion was made by Ms. Morin and seconded by Ms. Holt to approve the above resolution. Motion approved unanimously.

CARES Act HAP Funding – Housing Choice Voucher Program

Ms. Fields applied for additional HAP funds under Extraordinary Circumstances for the HCV Program. It allows Housing Authorities to request additional funds if the per unit cost is more than 102% of the 2020 HCV Renewal cost per unit. The MHA program costs are 106% above the renewal cost per unit. Using the formula, the amount could be around \$68,000 in additional funds. In addition, the program reserves will not cover three months of housing payments, so the Housing Authority has also met the HUD priority status. However, the funds will be used first for those Housing Authorities who do not have sufficient reserves to cover actual short falls. It is unknown if or how much will be received. Application are being reviewed on a rolling basis.

NEXT MEETING DATE

The next Regular Meetings are scheduled for September 17, 2020; October 15, 2020; and November 19,2020. All meetings will be held at 8:30 a.m.

OTHER BUSINESS

None

ADJOURNMENT

The Chairman declared the meeting adjourned at 9:22 a.m. without objection.

April Morin, Secretary

Approved

Richard Long, Chairman