

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

January 21, 2021

8:30 a.m.

Attendance Via Conference Call: Mr. Long, Chair; Mr. Simonsen, Vice Chair and Acting Secretary; Ms. Hall, Assistant Treasurer was excused; Ms. Holt, Commissioner; Ms. Fields, Executive Director; Ms. Rudd, Assistant Director; invited guests, Kathy Ward and Sharan Sharma.

The meeting was called to order at 8:32 a.m. by the Chair.

MINUTES

The Chair declared, without objection, the acceptance of the minutes of the December 17, 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 Mr. Simonsen to approve the December Bills. Motion approved unanimously.

Financial Reports –A (General)

Ms. Fields is working with the town to determine what the issue is with the water metering readings for Wrights Village and the Senior Center to make sure Wrights Village is paying the correct amount for its water use. Ms. Fields requested reimbursement for Holinko pump station equipment replacement through the Holinko Sinking fund agreement with the Town.

A motion was made by Ms. Holt and seconded by Mr. Simonsen to approve the November financial reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

Ms. Fields stated that in December five families were added to the program and five families were lost from the program for various reasons as of January 1st. These were very disappointing numbers. December 31, 2020 ended with 124 vouchers in use and the new year began with 119 vouchers in use. On January 12, 2021 we pulled another 20 families off the waiting list. The hope is to have them looking for units before the end of February. Depending on the number of vouchers issued in the first 20 families, more families may be pulled in March. It is imperative that the number of vouchers in use increase and we spend down reserves.

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

COMMENTS FROM COMMISSIONERS

None

COMMITTEE REPORT

None

PROPERTY MANAGEMENT (NON-OWNED)

South Eagleville (Eagleville Green)

MNHDC continues to look for additional funds to cover the construction costs the project. The MNHDC is working through Rockport Mortgage to obtain a construction loan with a lender and with Rockport Mortgage to refinance the construction loan through the HUD 223(f) loan program. It is expected that a funding application will be submitted to DOH in January to cover the costs not available through the 223(f) loan.

UNFINISHED BUSINESS

Commissioner Term Ending

The Committee on Committees took up his reappointment at their meeting on November 12, 2020. No appointment letter has been received yet, but it is expected. Ms. Fields will follow up to confirm the appointment.

Tenant Commissioner Vacancy

Ms. Fields asked a Holinko Estates tenant if he would be interested in the Tenant Commissioner position.

NEW BUSINESS

Liberty Wire Transfer Agreement

Liberty Bank is asking that the those with signing authority resign a new agreement for wiring funds. We are required to wire funds between the Mansfield Housing Authority and the Mansfield Nonprofit Housing Development Corporation. Ms. Fields provided the Commissioners with the agreement for their review and asked each to stop by the office at their convenience to sign the document.

NEXT MEETING DATE

The next Regular Meetings are scheduled for February 18, 2021; March 18, 2021 and April 14, 2021. All meetings will be held at 8:30 a.m.

OTHER BUSINESS

None

ADJOURNMENT

The Chair declared the meeting adjourned at 9:02 a.m. without objection.

Approved

William Simonsen, Acting Secretary

Richard Long, Chair