

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

February 21, 2019

8:30 a.m.

Attendance: Mr. Long, Chairman; Mr. Simonsen, Vice Chairman; Ms. Hall, Assistant Treasurer; April Morin, Secretary-Treasurer; Kathy Holt, Commissioner was excused; Ms. Fields, Executive Director; Hannah Rudd, Development Coordinator; invited guest Kathy Ward.

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

MINUTES

The Chairman declared, without objection, the acceptance of the minutes of the January 18, 2019 Regular Meeting.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

A motion was made by Ms. Hall and seconded by Ms. Morin to approve December financials. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

None

COMMENTS FROM COMMISSIONERS

None

COMMITTEE REPORTS

Policy Committee

Ms. Fields asked that the policy committee reestablish itself to take on the project of updating the employee manual. The committee will consist of Dick Long

Gretchen Hall and April Morin. In addition, Ms. Ward was asked and agreed to join the committee.

UNFINISHED BUSINESS

Finance Manager Position

Ms. Fields stated that the Finance Manager position had been filled. The Housing Authority is happy to welcome Sue Kus on February 28, 2019.

Construction of New Laundry Room /Conference Room

The heat pump was installed on January 30, 2019. The cost will be \$300 higher as the anticipated rebate could only be applied to residential installations.

NEW BUSINESS

Young, Kenton v Colonial BT LLC et al (includes the Mansfield Housing Authority)

On February 5, 2019 the judge granted the Motion For Nonsuit For Failure To Plead. This nonsuit has concluded, but not without time and money expended.

Celeron Generator Replacement

Celeron will be replacing their generator for their pump station. Ms. Fields was contacted as the cost would be prorated with a portion being charged to Holinko Estates. Because it is a large capital expense, they submitted the cost to their sinking fund held with the Town and the Town has approved it.

MEETING DATE REVIEW

The next Regular Meeting has been cancelled and as Special Meeting will be held on March 28, 2019 at 8:30. The following monthly Regular Meeting is scheduled for April 18, 2019 at 8:30 a.m.

OTHER BUSINESS

None

ADJOURNMENT

The Chairman declared the meeting adjourned at 9:30 a.m. without objection.

April Morin, Secretary

Approved:

Richard Long, Chairman