

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

February 20, 2020

8:30 a.m.

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

The meeting was called to order at 8:44 a.m. by the Chairman.

MINUTES

The Chairman declared, without objection, the acceptance of the minutes of the January 23, 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. Morin to approve the January Bills. Motion approved unanimously.

Financial Reports –A (General)

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

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

Ms. Morin wrote a thank you note to Pam Costa of the UCONN School of Business for the Valentine Day bag of goodies provided to the Wright's Village residents.

COMMENTS FROM COMMISSIONERS

None

COMMITTEE REPORT

None

UNFINISHED BUSINESS

Copier Replacement

Kyocera Document Solutions New England, Inc. provided a \$500 credit to be used toward the purchase or printing costs. The new copier was delivered and install on February 5, 2020. The \$500 credit was used toward the purchase cost reducing the cost to \$4,074.

Wrights Village Fire Alarm System

Ms. Fields has not had an opportunity to collect more information on system replacements or contact any vendors.

Holinko Eviction

Ms. Fields has contacted Attorney John McGrath to begin the eviction process. The notice to vacate was not responded to so Attorney McGrath will begin the summary process through the court.

Maintenance Vehicle

A 2018 Ford 150 Transit Van was purchased for \$18,500 plus the Subaru. An additional \$100 was spent to purchase used shelving to install in the Van. Mr. Marden will continue to look for a ladder rack for the top.

Holinko Estates Pet Policy

After further discussion and questions, it was determined that the Policy Committee would reconvene and come up with a recommendation.

NEW BUSINESS

None

NEXT MEETING DATE

The next Regular Meeting will be March 19, 2020; April 15, 2020 will be a Special Meeting; and May 21, 2020 will be a Regular Meeting. All will be at 8:30 a.m.

OTHER BUSINESS

None

ADJOURNMENT

The Chairman declared the meeting adjourned at 9:49 a.m. without objection.

April Morin, Secretary

Approved

Richard Long, Chairman