

# HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

## REGULAR MEETING MINUTES

Housing Authority Office

July 16, 2014

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms. Hall, Assistant Treasurer; Ms. Ward, Commissioner; Ms. Fields, Executive Director.

The meeting was called to order at 8:30 a.m. by the Chairperson.

### MINUTES

A motion was made by Ms. Ward and seconded by Ms. Hall to accept the minutes of the June 19, 2014 Regular Meeting. Motion approved unanimously.

### COMMENTS FROM THE PUBLIC

None

### COMMUNICATIONS

None

### REPORTS OF THE DIRECTOR

#### Bills

A motion was made by Mr. Eddy and seconded by Ms. Ward to approve the June bills. Motion approved unanimously.

#### Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the May Financials. Motion approved unanimously.

#### Financial Report-B (Section 8 Statistical Report)

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

### REPORT FROM TENANT REPRESENTATIVE

#### **Human Services Advisory Committee**

Mr. Eddy reported that the Committee met on June 25. Sarah Taylor has been hired as the Program Coordinator at the Senior Center. The July and August meetings have been cancelled.

#### **General Reports**

Mr. Eddy reported that the maple trees behind the garage provide so much shade that the grass is having difficulty growing. He suggested that we try a shade variety of grass seed.

## **COMMITTEE REPORTS**

### **Development Committee**

None

### **Quality of Life Committee**

#### **Wright's Village Fence – Living or Non-Living**

Last month Mr. Eddy requested that the Committee meet and create a survey to obtain feedback on what kind of "fence" residents would prefer, living or otherwise. A meeting was not set up to create a survey last month. The Committee will try to get together in the next few weeks to create the survey.

#### **Water Gardens**

To keep the rock inside the garden and reduce trimming needs around the gardens, Ms. Ward and Ms. Fields discussed with Milrick and agreed to include an edge of field stone set in stone dust around each garden. The increased cost was \$2,000. Ms. Fields asked the Board to formally approve the additional cost for the field stone.

A motion was made by Mr. Simonsen and seconded by Ms. Ward to approve the additional cost of the field stone. Motion approved unanimously.

## **UNFINISHED BUSINESS**

### **457 Loan Program and Policy**

Ms. Fields reported that the policy as submitted last month was not approved by the Sponsor. A loan program will not be established with the 457 pension program.

### **Holinko Estates Solar Panels**

Ms. Fields stated that there was no installation date set at this time.

## **NEW BUSINESS**

### **Section 8 Administrative Fee**

It was agreed by consensus to include a letter of thanks from the Commissioners to the supporting towns for their agreed upon Section 8 program Administrative Fee supplements. It will be included with the invoice for those amounts.

### **Asset Management Agreement for the South Eagleville Property**

A motion was made by Mr. Eddy and seconded by Ms. Ward to complete items 11 and 12 of the agenda and defer item 10(b), Asset Management Agreement, to a joint meeting with the Mansfield Nonprofit Housing Development Corporation and temporarily adjourn this meeting. Motion approved unanimously.

The Chairperson declared the meeting temporarily adjourned at 10:20 a.m. without objection.

The Chairperson called the meeting back to order at 10:38 a.m.

A motion was made by Mr. Simonsen and seconded by Ms. Ward to enter into the Asset and Property Management Agreement as amended and approve the execution of it by Ms. Fields. Motion approved unanimously.

## **MEETING DATE REVIEW**

The August Meeting date will be August 20, 2014.

**OTHER BUSINESS**

None

**ADJOURNMENT**

The Chairperson declared the meeting adjourned at 10:41 a.m. without objection.

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Dexter Eddy, Secretary

**Approved:**

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Richard Long, Chairperson