Attendance: Mr. Long, Chair; Mr. Simonsen, Vice Chair and Secretary; Ms. Holt, Commissioner; Mr. Fratiello, Commissioner, Ms. Fields, Executive Director; Ms. Rudd, Assistant Director; and invited guest, Edith Allison

The meeting was called to order at 8:33 a.m. by the Chair.

MINUTES
The Chair declared, without objection, the acceptance of the minutes of the May 19, 2022, Regular Meeting.

COMMENTS FROM THE PUBLIC
None

COMMUNICATIONS
None

REPORTS OF THE DIRECTOR

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

Financial Reports –A (General)
A motion was made by Mr. Simonsen and seconded by Mr. Fratiello to approve the April financial reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)
A motion was made by Mr. Simonsen and seconded by Mr. Fratiello to approve May Section 8 Statistical Report. Motion approved unanimously.

COMMENTS FROM COMMISSIONERS
None

COMMITTEE REPORT

Policy Committee
The CTFMLA Policy, according to the DOL website will not apply to the Housing Authority as it is considered part of the municipality. Ms. Fields sent an email on May 19th to DOL, using the email provided by the site for questions, and have yet to receive a response. The PowerPoint on the DOL site states that municipalities are excluded from both CTFMLA and CTPL. The CTFMLA will not be incorporated into the Employee Manual.
PROPERTY MANAGEMENT (NON-OWNED)
South Eagleville (Eagleville Green)

There was a meeting with DOH and CHFA on May 2, 2022. The outcome of the meeting was a list of items that the MNHDC and its contractors need to provide to DOH and CHFA. The team from DOH, CHFA and MNHDC met on May 25. The meeting discussed financing options, getting a current cost for the project by asking the contractors on the list who replied to the RFQ/RFP which was initially sent to procure a construction manager. Because of the construction materials market, most bids will not be held for more than 90 days. Still no firm commitments. No additional meeting has been set at this time.

UNFINISHED BUSINESS
Commissioner Vacancy

Mr. Long sent a recommendation letter to the Committee on Committees in favor of Ms. Chandler joining the Board.

Building Damage at Holinko Estates

All materials have been procured for the repair of the building. Work commenced on June 13th and expected to be completed on June 16th.

NEW BUSINESS
Holinko Estates Loan Subordination

Housing Ministries of New England (HMNE) is requesting the Mansfield Housing Authority subordinate its loan to the Mansfield Nonprofit Housing Development Corporation (MNHDC) as a condition for the pre-development loan from HMNE to the MNHDC. This would place the Mansfield Housing Authority loan in third place.

A motion was made by Mr. Simonsen and seconded by Mr. Fratiello to approve the subordination of the loan to the MNHDC from the Housing Authority (Holinko Estates) to a new pre-development loan from HMNE. Motion approved unanimously.

Power Washing

Ms. Fields received a quote form Mr. T’s Power Washing for $7,100. An increase of $400 for Wright’s Village and $500 for Holinko Estates. The last time it was done in 2018 the cost was $6,200. He has always done a very good job.

A motion was made by Mr. Simonsen and seconded by Mr. Fratiello to approve the cost $7,100 for power washing the buildings at Wright’s Village and Holinko Estates. Motion approved unanimously.

Ad Hoc Budget Committee Meeting

Ms. Fields requested a Budget Committee Meeting be set in July to begin the process to meet the CHFA deadlines. A meeting date was set for July 19, 2022 at 8:00 a.m.
Executive Session
Ms. Fields asked the Chair to request a motion be made to go into Executive Session to discuss an insurance issue which includes privileged information. The Chair requested a motion be made.
A motion was made by Mr. Simonsen and seconded by Ms. Holt to go into Executive Session at 9:15 a.m. and invite Ms. Fields, Ms. Rudd, and Ms. Allison. Motion approved unanimously.
The Board came out of Executive Session at 9:31 a.m.

OTHER BUSINESS
None

NEXT MEETING DATE
The next Regular meetings are scheduled for July 21, 2022; August 18, 2022, and September 15, 2022. All meetings will be held at 8:30 a.m.

ADJOURNMENT
The Chair declared the meeting adjourned at 9:32 a.m. without objection.

William Simonsen, Secretary

Approved

Richard Long, Chair