

**Minutes of the Public Hearing of the Proposed Annual Plan  
and Regular Meeting of the Mansfield Housing Authority  
held at 22 Bicentennial Court and via GoToMeeting on  
Wednesday, October 4, 2023, at 7:00 PM**

The Members of the Mansfield Housing Authority met in Regular Session in person and by video conference at 7:00 PM.

The Meeting was called to order by the Chairman, Kevin Doyle at 7:00 PM and upon roll call, those present and absent were as follows:

**Present:**

**Kevin Doyle  
William Snyder  
Kenneth Tucker  
Mary Kate Flynn  
Debra Tatum**

**Absent:**

Also present was the Executive Director, Andrea McDougall, and 1 resident and one remote caller.

A copy of the Notice of Meeting, pursuant to Section 23A of Chapter 39 of the General Laws, with the Certificate as to Service of Notice of Meeting attached thereto was read and ordered spread upon the Minutes of the Meeting and filed for record.

**NOTICE OF MEETING**

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Meeting of the Mansfield Housing Authority will be held in person at 22 Bicentennial Court, Mansfield, MA and online via GoToMeeting at 7:00 PM on October 4, 2023.

**CERTIFICATE AS TO NOTICE OF MEETING**

(Section 23A, Chapter 39, General Laws)

I, the undersigned, the duly appointed qualified Executive Director of the Mansfield Housing Authority do hereby certify that on September 29, 2023, I caused to be filed, in the manner provided by Section 23A, Chapter 39, General Laws, with the Clerk of the Town of Mansfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

IN TESTIMONY HEREOF, I have set my hand this 10<sup>th</sup> day of October 2023.



Andrea McDougall, Executive Director & Acting Secretary

**The Chairman requested Commissioner Tucker lead the group in the Pledge of Allegiance.**

**The Chairman referred to Agenda Item #1, Reorganization of the Mansfield Housing Authority Board of Commissioners.**

The Chairman asked for nomination for the position of Chairman.

Kenneth Tucker nominated Kevin Doyle for the position of Chairman; Mary Kate Flynn seconded the nomination.

**There were no other nominations for Chairman, Mr. Doyle accepted the nomination and it was unanimously**

**Voted 5-0 to elect Kevin Doyle to the position of Chairman.**

**Chairman Doyle asked for nominations for the position of Vice Chairman.**

Kenneth Tucker nominated William Snyder for the position of Vice Chairman; Mary Kate Flynn seconded the nomination.

**There were no other nominations for Vice Chairman, Mr. Snyder accepted the nomination, and it was unanimously**

**Voted 5-0 to elect William Snyder to the position of Vice-Chairman**

**The Chairman asked for nominations for Treasurer.**

Kenneth Tucker nominated Mary Kate Flynn for the position of Treasurer; Debra Tatum seconded the nomination.

**There were no other nominations for Treasurer. Ms. Flynn accepted the nomination, and it was unanimously**

**Voted 5-0 to elect Mary Kate Flynn to the position of Treasurer.**

**The Chairman asked for nominations for Assistant Treasurer.**

Kenneth Tucker nominated Debra Tatum for the position of Assistant Treasurer; Mary Kate Flynn seconded the nomination.

**There were no other nominations for Assistant Treasurer, Ms. Tatum accepted the nomination, and it was unanimously**

Voted 5-0 to elect Debra Tatum to the position of Assistant Treasurer.

**The Chairman referred to Agenda Item #2, Approval of Warrant #425 for the Month of September 2023.**

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve Warrant #425 for the Month of September 2023.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda Item #3, Approval of Minutes of the September 6, 2023, Regular Monthly Board Meeting.**

A Motion was made by Mr. Tucker and seconded by Ms. Flynn to approve the Minutes of the September 6, 2023, Regular Monthly Board Meeting.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda Item #4, Executive Director's Report and Resident Service Coordinator Report.**

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to accept the Executive Director's Report and Resident Service Coordinator Report.

Ms. Flynn added a comment that the Resident Service Coordinator report and the work she has been doing is very impressive. The Executive Director agreed and said she would pass the Board's commentary along to Ms. Miller.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda Item #5, Approval of the Balance Sheets, and Financial Reports as of May 31, 2023, as Prepared by the Fee Accountant.**

A Motion was made by Ms. Flynn and Seconded by Mr. Tucker to accept the Balance Sheets and Financial Reports as of May 31, 2023, as Prepared by the Fee Accountant.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda Item #6, Approval of the Balance Sheets, and Financial Reports as of August 31, 2023, as Prepared by the Fee Accountant.**

A Motion was made by Ms. Flynn and Seconded by Mr. Tucker to accept the Balance Sheets and Financial Reports as of August 31, 2023, as Prepared by the Fee Accountant.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda item #7 Approval of the Proposed Section 8 Payment Standards Effective November 1, 2023.**

A Motion was made by Ms. Tatum and Seconded by Mr. Tucker to approve the Proposed Section 8 Payment Standards Effective November 1, 2023.

Ms. Tatum asked if the Plainville payment standards had increased, and Ms. McDougall said that they had. Ms. McDougall added that Plainville was included in the Boston fair market area.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda Item #8, Approval of Change order #1 for the Bicentennial and Hawthorne Parking lot and Roadway Pavement Project #167093 in the amount of \$171,464.91.**

The Chairman asked if the agenda item was to be deliberated and Ms. McDougall had stated that the agenda item should be deleted. Ms. McDougall explained that the change order request was being revised and a new change order with the corrected scope and adjusted dollar amount would be on a future agenda.

**The Chairman referred to Agenda Item #9 Questions and Comments.**

Board Members all welcomed Debra Tatum. Debra replaced Olivier Kozlowski as the Governor Appointed Board Member and her term is set to expire October 18, 2026.

There were no comments from the Executive Director.

There were no comments from the residents.


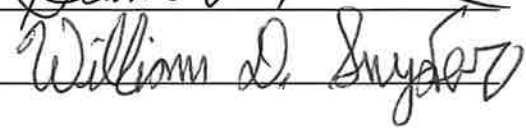
**The Chairman asked for a Motion to Adjourn.**

There being no further business to come before the Board, a Motion was made by Mr. Tucker and seconded by Ms. Flynn to Adjourn at 7:16 PM.

Upon Vote, the Motion passed by a Vote of 5 to 0.

**Approved on November 1, 2023 - Board of Commissioners:**

  
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