

**Minutes of the Regular Meeting of the Mansfield
Housing Authority held at 22 Bicentennial Court on
Wednesday, December 4, 2019 at 7:00 PM**

The Members of the Mansfield Housing Authority met in Regular Session at 22 Bicentennial Court, Mansfield, MA at 7:00 PM.

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

Present:

**Kevin Doyle
Debra Tatum
Mary Kate Flynn
Elizabeth Dye
Olivier Kozlowski**

Absent:

Also present was Executive Director, Andrea McDougall, and one Resident.

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 at 7:00 PM on December 4, 2019 at 22 Bicentennial Court, Mansfield, MA 02048.

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 November 27, 2019, 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 11th day of November 2019.



Andrea McDougall, Executive Director & Acting Secretary

The Board and attendees recited the Pledge of Allegiance.

The Chairman referred to Agenda Item #1, Approval of Warrant #379 for the Month of November 2019 in the amount of \$173,021.57.

A Motion was made by Ms. Flynn and seconded by Ms. Dye to approve Warrant #379 for the Month of November 2019 in the amount of \$173,021.57.

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

The Chairman referred to Agenda Item #2, Approval of the Minutes of the November 6, 2019 Board Meeting.

A Motion was made by Ms. Tatum and seconded by Ms. Dye to approve the Minutes of the November 6, 2019 Board Meeting as presented.

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

The Chairman referred to Agenda Item #3, Executive Director's Report.

A Motion was made by Ms. Flynn and seconded by Ms. Dye to accept the Executive Director's Report.

There were no questions or comments from the Board on the Executive Director's report.

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

The Chairman referred to Agenda Item #4, Balance Sheets and Financial Reports as of October 31, 2019.

A Motion was made by Ms. Dye and seconded by Ms. Tatum to accept the Balance Sheets and Financial Reports as of as October 31, 2019 as prepared by the Fee Accountant.

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

The Chairman referred to Agenda Item #5 Approval of the 2019 Annual Report to the Town of Mansfield.

A Motion was made by Ms. Flynn and seconded by Ms. Flynn to approve the 2019 Annual Report to the Town of Mansfield.

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

The Chairman referred to Agenda Item #6, Correspondences.

The Chairman noted the DHCD's PHN 2019-28 DHCD PHN 2019-28 - Massachusetts State-Aided Housing Programs Property, Boiler & Machinery and Crime Insurance Policy Period – 11/17/19 to 11/17/20.

The Chairman noted the FY 2019 Mainstream Voucher Program Notice of Funding Availability. The Board congratulated the Executive Director. The Director stated that the vouchers were being offered to the next available applicants and that seven out of ten would be leased by February 2020.

The Chairman referred to Agenda Item #7, Questions and Comments

The Chairman extended thanks to the Mansfield Rotary Club for hosting the Holiday Luncheon for the residents held at 22 Bicentennial Court on December 3, 2019.

A Motion was made by Mr. Doyle and seconded by Ms. Tatum to approve closing the Administrative Offices on Tuesday, December 24, 2019.

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

Resident Sandra Martinelli commented that the Maintenance Staff did an outstanding job salting and sanding for all the properties through the snowstorm.

There being no further business to come before the Board, a Motion was made by Mr. Kozlowski and seconded by Ms. Dye to Adjourn at 7:19 PM.

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

Approved on January 8, 2019 - Board of Commissioners:



Debra F. Tatum



Elizabeth [unclear]

