

**Minutes of the Regular Meeting of the Mansfield  
Housing Authority held via GoToMeeting on  
Wednesday, June 3, 2020 at 7:00 PM**

The Members of the Mansfield Housing Authority met in Regular Session by video conference 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  
Olivier Kozlowski  
Elizabeth Dye**

**Absent:**

Also present was Executive Director, Andrea McDougall.

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 online via GoToMeeting at 7:00 PM on June 3, 2020.

**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 May 28, 2020 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 4<sup>th</sup> day of June 2020.



Andrea McDougall, Executive Director & Acting Secretary

**The Chairman referred to Agenda Item #1, Approval of Warrant #385 for the Month of May 2020 in the amount of \$277,160.27.**

A Motion was made by Ms. Flynn and seconded by Ms. Dye to approve Warrant #385 for the Month of May 2020 in the amount of \$277,160.27.

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

**The Chairman referred to Agenda Item #2, Approval of Minutes of the May 6, 2020 Regular Board Meeting.**

A Motion was made by Ms. Dye and seconded by Ms. Flynn to approve the Minutes of the May 6, 2020 Regular Board Meeting.

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

**The Chairman referred to Agenda Item #3, Approval of Minutes of the May 21, 2020 Special Board Meeting.**

A Motion was made by Ms. Flynn and seconded by Mr. Kozlowski to approve the Minutes of the May 21, 2020 Special 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.**

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

The Chairman asked the Executive Director if there was anything that the Board should be made aware of. Ms. McDougall stated that the July meeting has already been published and there would have to be a meeting held in August for any revisions to the Annual Plan and for a the approval of a budget revision.

The Chairman inquired how the Park Street road repaving was progressing. The Executive Director stated that the construction has been going phenomenally well. She said that the Planners, Engineers, and DPW have made every effort to include the Housing Authority in decision making. She continued to say that the Town has bent over backwards to accommodate the Housing Authority and the

residents at Park Street. She added that the Engineers have arranged to provide the Housing Authority with concrete slabs to install benches for the residents. She ended by saying how impressed she has been with the town departments.

Upon Vote to accept the Executive Director's Report, the Motion passed by a Vote of 5 to 0.

**The Chairman referred to Agenda Item #5, Balance Sheets, and Financial Reports as of April 30, 2020.**

A Motion was made by Ms. Flynn and seconded by Mr. Kozlowski to accept the Balance Sheets and Financial Reports as of April 30, 2020 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, Correspondences.**

The Chairman referred to letter from the Mansfield Police Chief Ronald Sellon. Mr. Doyle stated that the letter was a nice gesture for the Police Chief to reach out to the Housing Authority.

The Chairman acknowledged correspondence from the Housing & Urban Development Award regarding the additional Mainstream Housing Choice Vouchers funded through the CARES Act. The Executive Director said that the correspondence authorized the addition of three Mainstream Housing Choice Vouchers to be issued and made effective for July 1, 2020.

**The Chairman referred to Agenda Item #13, Questions and Comments.**

The Chairman stated that Ms. Dye's term as Commissioner would be ending and that she was not running for re-election. Mr. Doyle thanked Ms. Dye for her service, dedication, and commitment during her seven years as Commissioner. The remaining Board members and the Executive Director echoed the Chairman's sentiment.

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 7:14 PM.

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

Approved on July 1, 2020 - Board of Commissioners:

  
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Debra L Tatum  
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