

Minutes of the Special Meeting of the Mansfield Housing Authority held at 22 Bicentennial Court on Wednesday, July 24, 2019 at 7:00 PM.

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

The Meeting was called to order at 7:00 AM by Vice Chairman Debra Tatum, and upon roll call, those present and absent were as follows:

Present:

**Debra Tatum
Mary Kate Flynn
Olivier Kozlowski**

Absent:

**Kevin Doyle
Elizabeth Dye**

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 at 7:00 PM on July 24, 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 July 22, 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 25th day of July 2019.


Andrea J. McDougall, Executive Director & Acting Secretary

The Board and attendees recited the Pledge of Allegiance.

The Vice Chairman referred to Agenda Item #1, Approval of Change Order #1 for FISH #167077 Stove Replacement Project in the amount of \$630.00.

Ms. McDougall explained that the change order has been requested because the original stove specifications didn't take in to account the length and location of the electrical cord in proximity to the outlet in the units at Cedar Court. A different model stove had to be ordered and there was an increase in per unit cost.

A Motion was made by Ms. Flynn and seconded by Mr. Kozlowski to approve the Change Order #1 for FISH #167077 Stove Replacement Project in the amount of \$630.00.

Upon Vote, the Motion passed by a Vote of 3 to 0.

The Vice Chairman referred to Agenda Item #2, of Approval of Change Order #2 for FISH #167077 Stove Replacement Project in the amount of \$554.00.

Ms. McDougall explained that there was a miscalculation on the number of stoves needing to be replaced at Park Street and that one (1) additional stove needed to be purchased.

A Motion was made by Mr. Kozlowski and seconded by Ms. Flynn to approve the Change Order #2 for FISH #167077 Stove Replacement Project in the amount of \$554.00.

Upon Vote, the Motion passed by a Vote of 3 to 0.

The Vice Chairman referred to Agenda Item #3, Approval of Administrative Plan Amendment, relating to the Mansfield Housing Authority's Application Process and Use of a Centralized Housing Choice Voucher Waiting List.

Mr. Kozlowski explained to the other Board Members that he had spoken to the Executive Director earlier in the day to ask questions about the Administrative Plan Amendment. He stated that at the end of the discussion, Ms. McDougall had offered to re-write the amendment and present it to the Board at a later Board meeting. Ms. Flynn said that she too had questions and requested that

when it is brought back for Board approval to include the information on the appeal process as it relates to the applicants.

A Motion was made by Mr. Kozlowski and seconded by Ms. Flynn to table the approval of the Administrative Plan Amendment, relating to the Mansfield Housing Authority's Application Process and Use of a Centralized Housing Choice Voucher Waiting List until it can be re-written and proposed again at a Board meeting in the future.

Upon Vote, the Motion passed by a Vote of 3 to 0.

There being no further business to come before the Board, a Motion was made by Mr. Kozlowski and seconded by Ms. Flynn and it was unanimously

Voted to Adjourn at 7:13 AM.

Approved on September 4, 2019 - Board of Commissioners:





