

**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, May 3, 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
*Olivier Kozlowski**

Absent:

Also present was the Executive Director, Andrea McDougall, and 5 residents 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 online via GoToMeeting at 7:00 PM on May 3, 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 April 27, 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 11th day of May 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, Approval of Warrant #420 for the Month of April 2023.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve Warrant #420 for the Month of April 2023.

Upon Vote, the Motion passed by a Vote of 4 to 0.

The Chairman referred to Agenda Item #2, Approval of Minutes of the April 5, 2023, Regular Monthly Board Meeting.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to approve the Minutes of the March 1, 2023, Regular Monthly Board Meeting.

Upon Vote, the Motion passed by a Vote of 4 to 0.

The Chairman referred to Agenda Item #3, 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.

The Executive Director wanted to inform the Board that the Electric Department requested new electrical conduit be installed that while Bicentennial Court was under construction and that the modification to the plans may delay the bidding of the project.

Commissioner Tucker stated that he thought the RSC's idea to start a food pantry was pure genius. The Board Chairman added that he believed all Board members were pleased with the addition of the food pantry.

Upon Vote, the Motion passed by a Vote of 4 to 0.

The Chairman referred to Agenda Item #4, Approval of the Balance Sheets and Quarterly Financial Reports as of March 31, 2023, as Prepared by the Fee Accountant.

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

Upon Vote, the Motion passed by a Vote of 4 to 0.

*Mr. Kozlowski entered the meeting at 7:05pm.

The Chairman referred to Agenda Item #5, Discussion and Approval of PHN Notice 2023-03 Wage Match for State Housing Program Tenants.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve PHN 2023-03 Wage Match for State Housing Program Tenants.

The Executive Director stated that the State issued a Public Housing Notice on the requirements for the Housing Authority staff's use of Wage Match. The Notice also required the Board to sign and attest to having read and understood the requirements.

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

The Chairman referred to Agenda Item #6, Approval of a Change Request for the Easement at 3 Bicentennial Court.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve the Change Request for the Easement at 3 Bicentennial Court.

The Executive Director explained that a previous Board had approved the easement for 3 Bicentennial Court. This addendum requested the Board to approve a change in the location of the driveway planned for construction.

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

The Chairman referred to Agenda Item #7, Approval to Enter a Memorandum of Understanding with the ARC of Bristol County.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve Entering into a Memorandum of Understanding with the ARC of Bristol County.

Mr. Kozlowski asked the Executive Director if this Memorandum of Understanding was regarding the Foster Youth to Independence Vouchers that was discussed at the April Regular Monthly Board Meeting. Ms. McDougall Stated that it was.

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

The Chairman referred to Agenda Item #8 Approval to Apply for Foster Youth to Independence Vouchers from HUD Notice PHN 2023-04.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve Applying for Foster Youth to Independence Vouchers from HUD Notice PHN 2023-04.

Mr. Kozlowski asked the Executive Director if there were enough staff to administer the additional vouchers and the Executive Director said there were.

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

The Chairman referred to Agenda Item #9 Approval to Sign and Submit the HUD Civil Rights Annual Certification and Board Resolution Form.

A Motion was made by Ms. Flynn and seconded by Mr. Tucker to Approve Signing and Submitting the HUD Civil Rights Annual Certification and Board Resolution Form.

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

The Chairman referred to Agenda Item #10 Questions and Comments.

Commissioner Kozlowski apologized to the other Board Member for arriving to the meeting late. He then inquired if the Housing Authority had secured legal counsel. Ms. McDougall stated that the Department of Housing and Community Development dissolved the Regional Attorney Program and offered a stipend for the Housing Authorities to obtain their choice of counsel. Ms. McDougall informed Mr. Kozlowski that the Housing Authority had signed an agreement with Curley and Curley P.C.

Chairman Doyle commented on how appreciative he was for the addition of the food pantry for residents.

There were no questions or comments from the Executive Director.

Ms. Linda Cornetta, a Bicentennial Court resident commented that she, as part of the Local Tenant Organization, was happy to work with Ms. McDougall, the Executive Director.

Ms. Thomasina Turner, a Bicentennial Court resident, asked for clarification on Agenda item # 9 the Civil Rights Annual Certification. Ms. McDougall told her that she could provide her with a copy of the form.

Ms. Marion Turk, a Bicentennial Resident, asked how many additional parking spots are being proposed in the Bicentennial Court paving project. Ms. McDougall stated there will be a total of 60 total parking spots.

Commissioner Tucker commented that the Maintenance Department should be commended for all the hard work. Ms. Turner agreed.

Mr. Madan, Bicentennial Court resident wanted to commend Chyvonn Miller for her outstanding efforts on behalf of the residents.

Commissioner Kozlowski asked the Executive Director if residents can garden on property. Ms. McDougall said yes, the resident would need to make the request in writing.

Ms. McDougall remembered to make known that the Resident Service Coordinator arranged for an Oak Street Health representative present AARP's "wish of a Lifetime." The program grants wishes to seniors who are selected from their written submission.

The Vice Chairman asked for a Motion to Adjourn.

There being no further business to come before the Board, a Motion was made by Mr. Kozlowski and seconded by Ms. Flynn to Adjourn at 7:21 PM.

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

Approved on June 7, 2023 - Board of Commissioners:










