

**Minutes of the Regular Monthly Meeting of the Mansfield  
Housing Authority held at 22 Bicentennial Court and  
GoToMeeting on Wednesday, February 4, 2026, at 6:00 PM**

The Members of the Mansfield Housing Authority met in Regular Session in person and by video conference at 6:00 PM.

The Meeting was called to order by the Chairman at 6:03 PM and upon roll call, those present and absent were as follows:

**Present:**

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

**Absent:**

Also present was the Executive Director, Andrea McDougall, and one member of the public.

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 6:00 PM on February 4, 2026.

**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 January 29, 2026, 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 on this 5<sup>th</sup> day of February, 2026.



Andrea McDougall, Executive Director & Acting Secretary

The Chairman requested that Ms. Flynn lead the group in the Pledge of Allegiance.

The Chairman Referred to Agenda Item #1 Approval of Warrant #453 for the Month of January 2026 in the Amount of \$562,944.97.

A Motion was made by Ms. Flynn and seconded by Ms. Tatum to Approve Warrant #453 for the Month of January 2026 in the Amount of \$562,944.97.

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

The Chairperson referred to Agenda Item #2, Approval of Minutes of January 7, 2026, Regular Monthly Board Meeting.

A Motion was made by Ms. Tatum and seconded by Mr. Tucker to approve the Minutes of January 7, 2026, Regular Monthly Board Meeting.

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

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

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

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

The Chairperson referred to Agenda Item #4, Approval of the Balance Sheets, Quarterly Financial Reports, and Modernization Report as of December 31, 2025, as Prepared by the Fee Accountant.

A Motion was made by Ms. Flynn and Seconded by Mr. Tucker to accept the Balance Sheets, Quarterly Financial Reports, and Modernization Reports as of December 31, 2025.

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

**The Chairperson referred to Agenda Item #5, Approval of the Request for Proposals as drafted by the Innes Land Strategies Group.**

A motion was made by Mr. Tucker and seconded by Ms. Tatum to Approve the Request for Proposals as Drafted by the Innes Land Strategies Group.

The Executive Director had said that the document provided to the Board for their review was the final version of the Request for Proposals drafted by the Consultant the Housing Authority hired for the Bicentennial land development. Ms. McDougall stated that the attorney had read the proposal and felt that the Housing Authority was protected. The Town Planner and Special Project Manager had also reviewed and approved the listing.

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

**The Chairman referred to Agenda Item #7 Questions and Comments.**

There were no comments from the Board.

The Executive Director noted that the Housing Authority received a High Performer rating from the FY 2025 HUD SEMAP submission.

Devlyn House, a Mansfield resident asked if it was common to hold a monthly Board meeting without the resident participation. The Board Chairman responded and stated that each meeting will vary with resident attendance. Mr. House stated that he came to the meeting to observe as he was contemplating running for the open Board position. The Vice Chairman stated that the position was rewarding and that he found the work to be interesting. Other Board members wished Mr. House good luck with his campaign..

There being no further business to come before the Board, a Motion was made by Ms. Tatum and Seconded by Ms. Flynn, and it was unanimously **Voted to Adjourn at 6:10 PM.**

**Approved March 4, 2026 - Board of Commissioners:**

*Debra A. Tatum* \_\_\_\_\_  
*Ms. Flynn* \_\_\_\_\_  
*Mr. Tucker* \_\_\_\_\_