

**MANSFIELD HOUSING AUTHORITY
22 BICENTENNIAL COURT
MANSFIELD, MA 02048**

ANNUAL REPORT 2001

The Mansfield Housing Authority is a State funded agency whose prime responsibility is to provide decent, safe, and sanitary housing for low-income residents in the community.

The Authority office is located at 22 Bicentennial Court: Telephone number – (508) 339-6890. The office is open to the public from 8:30 AM to 4:30 PM, Monday through Friday.

The Authority consists of a Five-Member Board, an Executive Director and six Staff Members.

Four of the Commissioners are elected and the Governor of the State Of Massachusetts appoints one.

The Members of the Board of Commissioners is as follows:

Mary-Lou Cotton – Chairman

Beth Oberlander – Vice Chairman

David Conley – Treasurer

Edward Carl – Asst. Treasurer

Fred Barrows – Member (Governor’s Appointee)

Michael Forbes is the Executive Director and he is employed by the Board of Commissioners and is responsible for the daily operations of the Authority.

The office staff consists of the Executive Director, a Senior Accounting Clerk, a Receptionist / Tenant Services Coordinator and a Leased Housing Coordinator. The Maintenance staff consists of a Maintenance Supervisor, Maintenance Mechanic, and a Groundskeeper / Custodian.

Elderly Housing

The Mansfield Housing Authority manages one hundred and thirty one units of elderly housing: Cedar Court with twenty nine units, Park Court with forty two units and Bicentennial Court with 60 units.

Family Housing

There are twenty three family units: 10 – three bedroom houses located on Eddy Street, a Duplex house located on Pineneedle Lane, a four bedroom house located on Brook Street, a three bedroom house located on Dean Street, 4 duplexes located on Hawthorne Court and a three bedroom house located on West Street.

Special Needs Housing

The Authority also manages a home for handicapped individuals located on South Main Street. The home accommodates eight handicapped people. The house is leased by The Road to Responsibility and is staffed by personnel who are affiliated with the Department of Mental Retardation.

Although The Department of Housing and Community Development is the regulatory agency for all of public housing, Federal funds are also provided to support the Existing Section 8 Programs.

The Authority presently has 38 vouchers and 25 Section 8 Certificates under lease. The Authority also hosts approximately 100 mobility Section 8's that lease up in the area.

Resident Services

The Authority has hired a new part-time resident services coordinator to help Public Housing residents attain services that they may require such as meals on wheels, homemaking services, or medical services. The resident services coordinator will also be organizing tenant events, dealing with tenant issues or disputes, organizing a weekly exercise class for the elderly / handicapped residents and attending Tenant Council Meetings.

Government Subsidy

The Authority, at the present time, requires no subsidy funds for daily operations, salaries or utility costs from the State. There is a reserve account in the amount of \$144,640.00 for family and elderly housing. The State asks that at least \$77,000 be kept in reserve at all times. For this reason, grants are sometimes requested for modernization funding for extremely costly projects such as rehabilitation of existing properties. There is also \$47,021.00 in the 689 Special Needs Housing Reserve account and \$57,967.00 in Section 8 Reserve funds.

Improvements

The following property upgrades were completed during the Authority's Fiscal Year with a combination of operating reserve money a grant from the Department of Housing and Community Development.

➤ At Bicentennial Court the following improvements were completed:

- The existing fire alarm box was replaced with a new radio-controlled unit.
- The concrete deck behind the community building was removed and replaced with loam and grass along with a new walkway, shrubs, bushes and crushed stone.
- The sidewalk adjacent to Bicentennial Court Roadway was removed and replaced with new asphalt.
- The roof on the Community / Office building was re-shingled.
- The Community / Office building had new aluminum trim and gutters installed along with covering of the cupola with vinyl and aluminum as well as the installation of new vinyl railings.
- Buildings 10/12, 18/20, & 24/26 had all of the exterior trim covered with aluminum and vinyl.
- Fifteen apartments had new vinyl tilt-in replacement windows installed.
- All exterior doors on all buildings were re-painted.

➤ At Park Court the following improvements were completed:

- The existing fire alarm box was replaced with a new radio controlled unit.
- A new fire alarm panel for the building was installed.
- A storage shed for residents in the courtyard is in the process of being built by students from SouthEastern Regional Vocational Technical High School.
- The front entry awning was replaced with a new one.
- All exterior paintable surfaces, including railings, decks and support beams were re-painted or stained.

➤ At Cedar Court the following improvements were completed:

- Buildings C, D, & E. had new vinyl siding installed and the soffits and trim were covered with vinyl and aluminum.
- The roofs on buildings B, C, D, & E were re-shingled and had new gutters and downspouts installed.
- All exterior paintable surfaces on all buildings were re-painted.

➤ At Eddy Street the following improvements were completed:

- Nine houses had new vinyl siding installed.
- At 41 Dean Street, 74/76 Pineneedle Lane, 45 Brook Street and 253 West Street the repainting of all the exterior paintable surfaces has been completed. At 45 Brook Street a new sewer line was also installed.

Looking to the future

The Authority has planned the installation of new vinyl tilt-in replacement windows for 15 additional apartments at Bicentennial Court as well as the installation of new cedar fencing behind the Community / Office Building.

At Park Court the Authority plans on installing a new-handicapped ramp on the front sidewalk entry to the building, as well as the installation of new fire strobe lights in each apartment. The Authority also plans on expanding the existing tenant laundry facility and adding an additional washer and dryer.

The Authority has planned to do extensive tree removal and pruning at all of its developments.

The purchase of an additional maintenance truck and lawn and garden tractor is also planned.