

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

ANNUAL REPORT 2002

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's 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:

Beth Oberlander – Chairman

Mary-Lou Cotton – Vice Chairman

Edward Carl – Treasurer

Douglas Murphy – 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 Administrator. 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 sixty units.

Family Housing:

There are twenty three family units: 10 – three bedroom houses located on Eddy Street, a duplex house located on 74-76 Pineneedle Lane with 1- two bedroom and 1- three bedroom unit, a four

bedroom house located on 45 Brook Street, a three bedroom house located on 41 Dean Street, 4 duplexes – all three bedroom, located on Hawthorne Court and a three bedroom house located on 253 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.

Section 8 Housing:

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 65 Section 8 vouchers under lease and hosts approximately 85 mobility Section 8's from other Housing Authorities that lease up in the area.

Resident Services:

The Authority has a part-time resident services coordinator on staff 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 \$93,530.42 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 \$42,792.36 in the 689 Special Needs Housing Reserve account and \$59,077.89 in Section 8 Reserve funds.

Improvements:

The following property upgrades were completed during the Authority's Fiscal Year with operating reserve money.

- At Bicentennial Court the following improvements were completed:

- Fifteen apartments had new vinyl tilt-in replacement windows installed.
- New cedar stockade fencing was installed behind the community building.
 - At Park Court the following improvements were completed:
 - The existing tenant laundry facility was expanded by adding an additional washing machine and dryer along with new paint and flooring.
 - New fire alarm strobe lights were installed in all apartments.
 - The Town of Mansfield had constructed a new ten-space parking lot across the street from the Authority's 15 Park Street elderly complex for additional parking for the residents of Park Court. The lot has been leased to the Mansfield Housing Authority for a period of ten years.
 - 41 Dean Street:
 - The Authority conducted extensive interior remodeling, such as new interior doors, bathroom remodeling, new flooring, new vinyl tilt-in replacement windows and new paint throughout.
 - 45 Brook Street:
 - The Authority conducted remodeling, such as new flooring in most rooms and painting throughout. The garage had new doors, siding and roofing installed.

The Authority also had extensive tree removal and pruning done at all of its developments.

New Equipment:

- The Authority purchased a new Ford F-350 Maintenance truck with plow and a new lawn tractor with sidewalk plow and snow blower.

Looking to the future:

The Authority has planned the installation of new vinyl tilt-in replacement windows for 15 additional apartments at Bicentennial Court.

Renovations are planned for the main office of the Authority as well as upgrades to the computer system.

At Cedar Court the Authority plans on repaving the roadway and parking lot adjacent to buildings A and B.

At 651 South Main Street the Authority plans on adding additional parking.

The Authority has also applied for State funds to do items such as new roofs at Bicentennial Court, paving at Cedar Court, decking at Park Court

and remodeling at 45 Brook Street, 41 Dean Street, 253 West Street and 74-76 Pineneedle Lane.