

**MANSFIELD HOUSING AUTHORITY  
2004 ANNUAL REPORT**

The Mansfield Housing Authority is a State funded agency whose prime responsibility is to provide safe and sanitary housing for low and moderate income families.

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

The Authority consists of a Five-Member Board of Commissioners, 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 are as follows:

**Douglas Murphy – Chairman**

**Beth Oberlander – Vice Chairman**

**Edward Carl – Treasurer**

**Fred Barrows – Asst. Treasurer (Governor's Appointee)**

**Richard Blandori – Member**

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

The office staff consists of; Rhonda Piers - Leased Housing Administrator, Sharman Lott - Senior Accounting Clerk and Ellen Lang - Receptionist / Tenant Services 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 (131) units of elderly housing: Cedar Court with twenty nine (29) units, Park Court with forty two (42) units and Bicentennial Court with sixty (60) units.

**Family Housing:**

There are twenty three (23) family units: 10 – three bedroom homes located on Eddy Street, a duplex located at 74-76 Pineneedle Lane with 1- two bedroom unit and 1- three bedroom unit, a four bedroom home located at 45 Brook Street, a three bedroom home located at 253 West Street, a three bedroom home located at 41 Dean Street and 4 three bedroom duplexes (8 units), located at Hawthorne Court.

### **Special Needs Housing:**

The Authority also manages a home for handicapped individuals located at 651 South Main Street. The home accommodates eight handicapped people. It is leased by Road to Responsibility, Inc. and is staffed by their personnel who are overseen by the Department of Mental Retardation.

### **Section 8 Housing:**

Although the Massachusetts Department of Housing and Community Development (DHCD) is the regulatory agency for all of Mansfield's public housing, the US Department of Housing and Urban Development (HUD) provides Federal funds to support the existing Section 8 Programs.

Mansfield Housing Authority presently has 64 Section 8 Housing Choice Vouchers under lease and hosts approximately 80 mobility Housing Choice Vouchers from other Housing Authorities that lease up in the area.

### **Resident Services:**

There is 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 also organizes tenant events, deals with tenant issues or disputes and attends Tenant Association Meetings.

### **Government Subsidy:**

Mansfield Housing 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 \$85,754.00 for family and elderly housing. DHCD asks that at least \$77,000 be kept in reserve at all times. For this reason, grants are sometimes requested for modernization funding for costly projects such as rehabilitation of existing properties. There is also \$34,561.00 in the 689 Special Needs Housing Reserve account and \$43,848.00 in Section 8 Reserve funds. The Authority is seeking Federal funding in the amount of \$27,813.00 to support the Federal Section 8 Family Self Sufficiency Coordinator's position.

### **Board Members:**

On October 5, 2004 Housing Authority Board Member Mary-Lou Cotton resigned from the Board and from her position as the Executive secretary to the Town of Mansfield's Board of Selectmen. Mary-Lou decided to retire and relocate to Florida.

On December 1, 2004 Richard Blandori was appointed to the Board at a joint meeting with the Board of Selectmen. Mr. Blandori will serve until the Town's annual election on May 10, 2005.

**Extraordinary Maintenance Items:**

The following extraordinary maintenance items were completed during the Authority's Fiscal Year and some are ongoing.

➤ Bicentennial Court:

- Twelve apartments had new vinyl tilt-in replacement windows installed.

➤ Park Court:

- In July of 2003 it was determined that the underground hydraulic oil line for the building's elevator had leaked approximately fifty gallons of hydraulic oil into the ground. Penney Engineering, Inc. was hired to cleanup the oil spill; a process which is still ongoing. The Authority received emergency capital improvement bond funding in the amount of \$72,376.00 from DHCD to fund the cleanup and elevator repairs.

➤ Hawthorne Court:

- New Gas heating Boilers were installed in units 10 and 14 at Hawthorne Court at the cost of \$3,800.00 each.

The Authority had also received \$2,249.66 from the Massachusetts Emergency Management Agency for reimbursement of expenses incurred during the snowstorm of December 6, 7, & 8, 2003.

**Looking to the future:**

Because of the State's current financial crisis and the Authority's limited reserve funds, it was decided to hold off on any large projects in an attempt to build up the reserve accounts for future projects.

It is planned to continue with the window replacement project at Bicentennial Court in 2005. New vinyl replacement windows will be installed in 4 remaining apartments as well as in the community building at the development.

The replacement or repair of the second and third floor outside decking at its Park Court development is anticipated.

The Housing Authority hopes to partner with the Town and apply for Federal and State funds in hopes of constructing an elderly assisted living facility on land being purchased by the Town off of Campbell Street.