

**MANSFIELD HOUSING AUTHORITY  
2009 ANNUAL REPORT**

The Mansfield Housing Authority is an agency that provides safe and sanitary housing for low and moderate income families. The Housing Authority operates under guidelines set out by their regulatory agencies, the Massachusetts Department of Housing and Community Development (DHCD) and the Department of Housing and Urban Development (HUD).

The Housing Authority's offices are located at 22 Bicentennial Court and are open to the public from 8:30 AM to 4:30 PM, Monday through Friday; telephone number (508) 339-6890.

The Mansfield Housing Authority consists of a five-member Board of Commissioners, an Executive Director and seven staff members.

Four of the Commissioners are elected by the Town's people and one member is appointed by the State's Governor.

**Members of the Board of Commissioners are as follows:**

**Danielle Fish – Chairperson (Governor's Appointee)**

**Beth Oberlander – Vice Chairperson**

**Edward Carl – Treasurer**

**Douglas Murphy – Asst. Treasurer**

**Kevin Doyle – Commissioner**

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

The office staff consists of; Brenda McArdle - Leased Housing Administrator, Sharman Lott - Senior Accounting Clerk and Victoria Welch - Receptionist / Tenant Services Coordinator.

The Maintenance staff consists of two part-time Maintenance Supervisors - Daniel Donovan, and William Harlor, Maintenance Mechanic - Clarence Henderson and Groundskeeper / Custodian ó Kevin Gracia.

**Elderly Housing:**

The Mansfield Housing Authority manages 131 units of elderly/handicapped housing: Cedar Court - 29 units, Park Court - 42 units and Bicentennial Court - 60 units.

**Family Housing:**

There are 23 family housing units: 10 ó three-bedroom homes located on Eddy Street, a duplex located at 74-76 Pineneedle Lane, 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 Mansfield Housing Authority manages a home for handicapped individuals located at 651 South Main Street. The home accommodates eight handicapped people and is leased by Rehabilitative Resources, Inc. (RRI). RRI staffs the home with their personnel and they are overseen by the Massachusetts Department of Developmental Services (DDS).

### **Massachusetts Rental Voucher Program (MRVP):**

The Mansfield Housing Authority administers a total of 39 MRVP vouchers which consist of 19 project-based units at the Mansfield Depot apartment complex, 14 project-based units at the Mansfield Meadows apartment complex and 6 mobility vouchers.

### **Section 8 Housing:**

HUD provides Federal funds to support the existing Section 8 Housing Choice Voucher Program. Mansfield Housing Authority presently has 64 Section 8 Housing Choice Vouchers under lease and administers approximately 51 mobility Housing Choice Vouchers from other Housing Authorities whose voucher holders lease up in the area.

### **Resident Services:**

Victoria Welch is the resident services coordinator for the Mansfield Housing Authority. Victoria assists public housing residents with attaining services that they may be in need of such as meals on wheels, homemaking services, or medical services. Victoria also helps organize tenant events, deals with tenant issues or disputes and attends Tenant Association Meetings.

### **Other Information:**

At the present time the Mansfield Housing Authority receives no subsidy funds for daily operations, salaries or utility costs from the State. There is a reserve account in the amount of \$64,608.00 for family and elderly housing. There is \$27,347.00 in the 689 special needs housing reserve account and \$187,708.00 in Section 8 reserve funds.

The Housing Authority had expended \$108,856.00 out of operating reserve funds for the Bicentennial Court and Hawthorne Court roof re-shingling project within fiscal year 2007. It was therefore decided to hold off on budgeting for any major projects within fiscal years 2008 & 2009 that would be paid for with reserve funds in order to build-up the reserve account. Therefore, only as-needed items, rehabs of housing units and heat/hot water repairs were completed with reserve funds during the 2009 Fiscal Year.

DHCD did not allow a budget increase within their FY 2009 budget guidelines for the Housing Authority's fiscal which began on October 1, 2008.

The replacement of the roofing, gutters & downspouts on the 15 Park Street building was completed within fiscal year 2009 with approximately \$108,213.00 in emergency State Capital Improvement funding that had been awarded by DHCD.

The electrical services were replaced on the 10 Eddy Street family homes with \$8,500.00 in emergency State Capital Improvement funding that had been awarded by DHCD.

Extensive rehab of the interior of the 651 South Main Street property was completed within the fiscal year. The rehab included bathroom remodeling, new flooring, entry doors, security locks and painting. The project was funded with \$192,726.00 in funds secured from the Town of Mansfield's 2007 Community Development Block Grant.

New office computers were purchased and installed with approximately \$4,500.00 in reserve funds.

A new maintenance truck, plow & sander was purchased to replace the old 1997 F-250 truck, paid for with \$28,725.00 in reserve funds.

A total of 60 toilets at Cedar Court and Park Court were replaced with new, low-flow 1.6 gallon per flush toilets funded with a \$10,300.00 grant obtained through DHCD.

The replacement of roofing, gutters & downspouts and chimney repairs on the 10 Eddy Street family homes is planned to be completed during the 2010 fiscal year with approximately \$115,312.00 in emergency State Capital Improvement funding that has been awarded by DHCD.