

**MANSFIELD HOUSING AUTHORITY
2007 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 agency, the Massachusetts Department of Housing and Community Development (DHCD).

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 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 the Governor of the State of Massachusetts appoints one.

Members of the Board of Commissioners are as follows:

Olivier Kozlowski – Chairman
Beth Oberlander – Vice Chairman
Edward Carl – Treasurer
Douglas Murphy – Asst. Treasurer
Danielle Fish – Member (Governor's Appointee)

Executive Director Michael Forbes is employed by the Board of Commissioners and is responsible for the daily 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 – Kevin Gracia.

Elderly Housing:

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

Family Housing:

There are 23 family units: 10 – 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 Road to Responsibility, Inc. (RTR). RTR staffs the home with their personnel and they are overseen by the Massachusetts Department of Mental Retardation.

Section 8 Housing:

DHCD is the regulatory agency for all of Mansfield's State Public Housing and the US Department of Housing and Urban Development (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 hosts approximately 55 mobility Housing Choice Vouchers from other Housing Authorities that 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.

Government Subsidy:

Mansfield Housing Authority, at the present time, receives no subsidy funds for daily operations, salaries or utility costs from the State. There is a reserve account in the amount of \$152,420.00 for family and elderly housing. Grants are sometimes requested for modernization funding for costly projects such as rehabilitation of existing properties. There is \$24,343.00 in the 689 Special Needs Housing Reserve account and \$154,597.00 in Section 8 Reserve funds. DHCD allowed a 7% budget increase for the fiscal which was the first increase allowed since fiscal year 2002 which began in October of 2001.

Extraordinary Maintenance Items:

The following extraordinary maintenance items were completed during the Authority's Fiscal Year.

- Bicentennial Court:

- All five apartment buildings at Bicentennial Court had the roofs re-shingled along with new gutters, downspouts and gutter leaf guards.
- All five apartment buildings were treated for termites.
- A new telephone system was installed in the main offices.
 - Park Court:
- A new concrete deck was installed in the courtyard.
 - Hawthorne Court:
- Buildings 10/12, 14/16 & 18/20 Hawthorne Court had the roofs re-shingled along with new gutters, downspouts and gutter leaf guards.
- A new gas-fired heating boiler was installed at 16 Hawthorne Court.
 - 45 Brook Street:
- A new gas-fired heating boiler was installed.
 - 651 South Main Street:
- The existing parking lot was upgraded, adding a new drainage system and additional parking spaces to accommodate twenty vehicles. Many thanks go out to Senator James Timilty who secured the \$70,000.00 in State funding for the parking lot upgrades.
- New parking lot lighting was installed.
- A new storage shed was constructed.

The Housing Authority was hired by Crugnale Properties, LLC to conduct a lottery for the sale of two affordable units of the Madison Place Condominium development located at 163 Rumford Avenue which was built under the Town's Inclusionary Zoning Bylaw.

Looking to the future:

DHCD's FY 2008 budget guidelines allowed for a much needed 12% increase in the annual non-utility expense level. This increase is only the second increase allowed by DHCD since FY 2002 which began in October of 2001.

The Housing Authority had expended \$108,856.00 out of operating reserve funds for the Bicentennial Court and Hawthorne Court roof re-shingling project which was \$28,856.00 more than was budgeted within its fiscal year 2007 budget. It was therefore decided to hold off on budgeting for any major projects within fiscal year 2008 that would be paid for with reserve funds in order to build-up the reserve account.

The Housing Authority was awarded \$10,000.00 in State Capital Improvement funds for the de-leading of the basement windows at the 74/76 Pineneedle Lane property. The de-leading project will include the

removal of all lead-painted basement windows and frames and the installation of new vinyl replacement basement windows.

The Housing Authority was also awarded \$150,000.00 in emergency State Capital Improvement funds for the reconstruction of the roadway, parking lot and some sidewalks repairs at Cedar Court.

Extensive rehab of the interior of the 651 South Main Street property is planned. The rehab will include bathroom and kitchen remodeling, new flooring, entry doors, security locks and painting. The project will be funded with \$200,000.00 in funds secured within Town of Mansfield's 2007 Community Development Block Grant.

The Housing Authority also anticipates working with Mansfield Housing Corporation to investigate parcels of land available for possible future affordable housing development.