

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

February 20, 2026

8:30 a.m.

Attendance: Mr. Long, Chair; Mr. Simonsen, Vice Chair Secretary and Treasurer; Ms. Holt, Commissioner was excused; Karen Chandler, Commissioner; and Ms. Fields, Executive Director

Guests: Kathy Ward and Hannah Cyr

The meeting was called to order at 8:44 a.m. by the Chair.

MINUTES

The Chair declared, without objection, the acceptance of the minutes of January 16, 2026, Regular Meeting.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Ms. Chandler to accept the January Bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Ms. Chandler to accept the December financial reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded by Ms. Chandler to accept the January Section 8 Statistical Report. Motion approved unanimously.

COMMENTS FROM COMMISSIONERS

Mr. Simonsen suggested that the Board use the shared screen for meeting documents rather than email them to each commissioner to view separately.

Ms. Chandler asked that tenants be reminded to break down cardboard boxes and take garbage directly to the containers and leave it by the tenant's door. Ms. Fields stated she would try to identify who the boxes belong to and address those tenants directly. The office has sent emails reminders to tenants regarding these issues and the responsibilities of tenants and their aides.

COMMITTEE REPORT

None

PROPERTY MANAGEMENT (NON-OWNED)

There have been issues with the heat pump hot water heaters that were specified for this project. Because water flows between the holding tank indoors and the condenser outdoors, there are issues of the water freezing even with heat trace on the pipes. That issue is being discussed with the sales representative, general contractor and plumbing subcontractor to address the issues and find a solution. Generally, the property is running smoothly.

Eagleville Green housing project won the “Home of the Year – Overall Grand Winner” in Green Builder Magazine January-February 2026. Ms. Fields provided the Board with a copy of the article.

UNFINISHED BUSINESS

None

NEW BUSINESS

Executive Session

A motion was made by Mr. Simonsen and seconded by Ms. Chandler to go into Executive Session at 9:26 a.m. to discuss privileged information regarding an insurance claim that is legal in nature and to invite Ms. Fields, Ms. Ward, and Ms. Cyr. Motion approved unanimously.

The Board came out of Executive Session at 9:38 a.m.

OTHER BUSINESS

None

NEXT MEETING DATE

The next Regular meetings are scheduled for March 20, 2026, April 17, 2026, and May 15, 2026, at 8:30 a.m.

ADJOURNMENT

A motion was made by Mr. Long and seconded by Ms. Chandler to adjourn the meeting at 9:45 a.m.

William Simonsen, Secretary

Approved

Richard Long, Chair