

Sharon Housing Authority
18 Hixson Farm Road, Sharon, MA 02067
Minutes of Meeting
March 1, 2021 at 9:00AM

1. Roll Call:

Present: Susan Saunders via GoToMeeting, Susan Price via GoToMeeting,
Xander Shapiro via GoToMeeting, Peter Melvin, Zannati Rahman
Other: Nancy Bartley

2. The meeting that was posted on February 24, 2021 at 9:35AM was called to order by Chairperson, Susan Saunders, at 9:00AM.

3. Susan Saunders welcomed our newest board member, Xander Shapiro and introduced him to all the members.

4. Minutes of previous meeting.

- A. Susan Price motioned to approve regular minutes of February 1, 2021. Zannati Rahman seconded. All in favor. No further discussion.
- B. Susan Saunders explained to the new member, Xander Shapiro, the background of the Executive Session meeting. Susan Price asked that the minutes to the Executive Session Meeting on February 22, 2021 be cut back a bit. Nancy will redo and present them at the next meeting.

5. Monthly Reports:

- A. Maintenance Report:
51 Work Orders with 49 Completed
- B. Monthly Vacancy Report:
3 Vacancies, 2 Units with major reconstruction projects
- B. Unit Turnover Report:
2 Unit Turnovers

6. January Check Register:

Zannati Rahman made a motion to approve the January 2021 check register totaling \$84,418.52. Susan Price seconded. All in Favor.
Zannati Rahman made a motion to approve the February 2021 check register totaling \$48,896.30. Susan Price seconded. All in Favor.

7. February, 2021 Financial Statements. Susan Price made a motion to approve the February, 2021 Financial Statements. Peter Melvin seconded. All in Favor.

8. Executive Directors Report:

A. Discussion on Bay Road Property. The furnace at Bay Road failed. A new furnace was put in as an emergency. The May Institute is requesting a new fence be installed to help with one of the residents from running. They sent the ED three

estimates. ED will get more information and meet with the May Institute to get the actual location of where they are requesting the fence be put in.

ED explained there was a sewer backup in one of the units. An insurance claim was filed, but the damage was under the \$5,000.00 deductible.

Two water heaters in 667.1 have failed and need to be replaced.

The annual plan meeting will be via GoToMeeting on March 8, 2021. The ED will mail a copy of the Annual Plan to all board members to discuss.

A local Girl Scout troop dropped off Valentine's Day card for the residents. The Garden Club also dropped off flowers for the residents.

ED explained that staff is teaming up with the Sharon Fire Department to do inspections of the units.

9. Other Business: Peter Melvin asked about information of Internet service throughout the complex. Peter would like to know why the guest network is not working in his unit and other parts of the property. The ED explained the guest network is specifically for the community room. Peter will get information as to the cost of Internet throughout the property.

10. Adjournment: Susan Price made a motion to adjourn the meeting at 10:10AM. Zannati Rahman seconded. No questions or discussions. All in favor.