

Sharon Housing Authority

Minutes of Meeting

June 11, 2018 9:00am, 18 Hixson Farm Rd. Sharon, MA 02067

1. Roll Call:

Present: Peter Melvin, Ralph Generazzo, Edwin Little, Charlotte Dana, Susan Saunders

Absent:

Other: Ashley Vincent Executive Director

A motion was made by Chairman Edwin Little to call the meeting to order at 9:05am; seconded by Ralph Generazzo. No questions or discussion. All in favor.

2. Notice of meeting:

The meeting was posted on June 6, 2018.

3. Minutes of previous meetings:

A, Minutes of regular meeting on May 7, 2018

A motion was made by Susan Saunders to approve the minutes from the regular meeting on May 7, 2018; seconded by Peter Melvin. No questions or discussion. All in favor.

4. Monthly Reports:

A. Maintenance Report:

The maintenance report from Jason Fortier was reviewed. Jason worked on work orders, helped with the garden project and met with two contractors.

B. Monthly Vacancy Report:

There was no monthly vacancy report as there are no current vacancies.

C. Unit Turnover Report:

There was no unit turnover report as there are no current vacancies.

5. Check Registers:

A motion was made by Ralph Generazzo to approve the May 2018 warrant in the amount of \$72,672.89 seconded by Peter Melvin. The payroll journal for the month of May was also reviewed. No questions or discussion. All in favor.

6. Financial Statements

The quarterly financial statements for March 31, 2018 were reviewed along with the financial s from April 2018. Fee Accountant Chris Landry will be in on June 18, 2018 to complete Mays financial s.

7. Executive Director report:

The Executive Director report was reviewed. The 705 and AHVP re certifications were completed. The CIP was sent to DHCD and I am awaiting its approval. Jason attended a MAHAMS training and I attended the annual MassNAHRO conference. The centralized waiting list which will be named CHAMP was discussed in length. A tenant survey was sent to all residents asking for feedback. Rachel will be compiling the results and they will be presented at the next board meeting.

I also went to a meeting with the Town Administrator regarding the proposed 40B on Morse St. The board discussed this project and said they do not want to support the project as they do not agree with the projects location. Chairman Edwin Little made a motion to not support the proposed 40B on Morse St; seconded by Charlotte Dana. All in favor. No questions or discussion.

8. Board vote to approve payment for Paul Spender property work-off:

A motion was made by Ralph Generazzo to approve a one-time \$1500.00 payment for Paul Spender for the plowing he did at the SHA this winter; seconded by Peter Melvin. Ralph Generazzo stated that he does not believe the SHA should do this next year and that maintenance should plow the 705 development. No questions or discussion. All in favor.

9. Board vote to approve Amendment #9 to CFA 5001:

A motion was made by Charlotte Dana to approve Amendment #9 to CFA 5001 in the amount of \$275,364.23 which extends the contract dates of service from June 30, 2019 to June 30, 2021; seconded by Peter Melvin. No questions or discussion. All in favor.

10. Other Business:

A motion was made by Ralph Generazzo to write-off the balance from vacated tenant Janice French in the amount of \$1794.00; seconded by Charlotte Dana. No questions or discussion. All in favor.

11. Adjournment:

A motion to adjourn the meeting at 09:45am was made by Ralph Generazzo; seconded by Peter Melvin.. No questions or discussion. All in favor.