

Sharon Housing Authority  
Minutes of Meeting  
January 6, 2020, 18 Hixon Farm Road, Sharon, MA 02067

1. Roll Call:

Present: Susan Saunders, Susan Price, Edwin Little, Zannati Rahman

Absent: Peter Melvin

Other: Nancy Bartley

A motion was made by Chairperson, Susan Saunders, to call the meeting to order at 9:06 am; seconded by Susan Price. No questions or discussion. All in favor.

2. Notice of Meeting: Posted December 30, 2019

3. Minutes of previous meeting:

A. Minutes of regular meeting on December 2, 2019. Edwin Little motioned to approve the minutes of December 2, 2019. Susan Price seconded. No questions or discussion. All in favor

B. Minutes of special meeting on December 13, 2019. Edwin Little motioned to approve the minutes of December 13, 2019. Susan Price seconded. No questions or discussion. All in favor.

4. Monthly reports:

A. Maintenance Report:

The maintenance report was reviewed. There were 43 Work Orders with 3 Incomplete.

B. Monthly Vacancy Report:

There are two residents temporarily moving to vacant units.

B. Unit Turnover Report:

There are two unit turnovers.

5. December 2019 Check Registers:

Edwin Little motioned to approve the December 2019 check register totaling \$79,037.11. Susan Price seconded. No questions or discussion. All in favor.

6. December 2019 Financial Statements:

Rick Shaw was away on vacation and then has been out sick for the past two weeks. The financial statements will be ready for the next board meeting.

7. Executive Directors Report:

Nancy Bartley reviewed the Executive Director's report and gave a summary of what maintenance and administration staff has been working on. The ED will

update the Town of Sharon web-site and add the previous minutes. Edwin Little asked about naming the Community Room after Ralph Generazzo. The ED is working on contacting the correct people at DHCD. The Sheriff's crew will be doing work at the housing authority for the next three weeks. They are painting all the common areas. Per an agreement with the previous director a resident is moving into Building 26 today. Two bathrooms are being redone with the emergency/insurance funds. An energy audit is scheduled for the end of January. The GFCI project will begin on Wednesday in the vacant units.

Edwin Little motioned to adjourn and go into Executive Session at 9:54am. Susan Price seconded. All in Favor.

Edwin Little motioned at 10:17am to come out of Executive Session. Susan Price seconded. All in Favor.

Edwin Little made a motion to offer Dental Insurance to the Sharon Housing Authority employees that work 23 or more hours. The Housing Authority will pay 70% of the cheaper plan effective February 1, 2020. Susan Price seconded. All in Favor. No further discussion.

Edwin Little motioned to adjourn the meeting. Susan Price seconded. No questions or discussions. All in favor.