

SHARON HOUSING AUTHORITY
SHARON RIDGE EXPANSION CORPORATION
Draft until approved at the next regular meeting

A regular meeting of the SHA and the SREC was held on January 21, 2020 at 5:00PM at the Town Hall. Present were acting Chairman First Selectman Colley, Treasurer Whelan, Asst. Treasurer Manasse and Secretary/Tenant Representative Moss. Also in attendance were Site Administrator Broderick and Kathleen Herald-Marlowe, who may be interested in serving on this Board.

PART 1

Mr. Colley called the meeting to order at 5:04.

Mr. Manasse made a motion to approve the minutes of 11/19/19 as written, seconded by Mrs. Whelan, with all in favor.

Ms. Broderick gave her Administrator's Report. Some of the items were discussed.

Mrs. Whelan reviewed the financials for November & December 2019. The payments for these two months were reviewed. Mr. Manasse made a motion to approve the November payments of \$12,617.21 and the December payments of \$13,967.51, seconded by Mrs. Moss, with all in favor.

Communications:

Ms. Broderick stated that she keeps getting an email from Aquaguard WAGS which is a company that sells safety valves for hot water heaters – should she look into these further? She was advised to check with Cornwall Plumbing & Heating about this.

Sharon Lawn & Landscape sent out their annual letter asking if there is any special work that anyone would like done in the spring. The only possible work is turning-over the gardens that the tenants have not taken care of.

Old Business:

- a. Reviewed in the Administrator's report.
- b. The Eversource documents for the grant/loan package have been reviewed by the Town Attorney. The Letter of Agreement has standard language. The Attorney suggested that the document be reviewed by the town insurance carrier but it was determined that it should be reviewed by the SHA's insurance carrier not the Town's – these are different companies.
- c. Mrs. Whelan stated that unfortunately the corporate part of Habitat got involved with the possible sponsorship and they felt that this would not be beneficial for them, so the Board is back to finding another entity that is a 501 (3)(c).

There was no New Business.

PART 2

Ms. Broderick gave her Administrator's Report. Various topics were discussed.

Mrs. Whelan reviewed the financials for November & December 2019. The payments for these two months were reviewed. Mr. Manasse made a motion to approve the November payments of \$41,540.33 and December payments of \$7,128.19, seconded by Mrs. Whelan, with all in favor.

There were no communications.

Old Business:

Mrs. Whelan stated that the grant application for the Northwest Community Foundation has been submitted. A response should be received by March 31, 2020. The application was to replace one geo thermal unit.

There was no New Business.

PART 3

Kathleen Marlowe had asked various questions during the meeting. She stated that she had been interested in serving on this Board but just found out that she will away for a year so she will be unable to serve. She offered to help with things if she can for the time being. When she returns she will be in contact with the Board again. The Board thanked her for coming to this meeting.

With nothing further, Mr. Manasse made a motion to adjourn, seconded by Mrs. Whelan, with all in favor. The meeting was adjourned at 5:55.

Respectfully submitted,



Tina Pitcher, Recording Secretary

*Rec'd January 22, 2020 @ 10:23am
Linda Amerighi CTC
Sharon Town Clerk*