

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

A regular meeting of the SHA was held on July 5, 2016 at 5:00PM at the Town Hall. Present were members Purdy, Hosier, Conklin, Moss and DiNapoli; ex-officio Colley, Site Administrator Reilly and Expansion tenant Sandra MacDougall.

First Selectman Colley called the meeting to order at 5:00. The Board welcomed Victor DiNapoli.

PART 1

Mr. DiNapoli commented that the tenant in 16C objected that the minutes stated that someone else paid his electric bill. It was pointed out that that was said. Ms. Purdy made a motion to approve the minutes of 6/8/16 as written, seconded by Mrs. Moss, with all in favor.

Mr. Colley stated that he will continue to help with the transition of the Board.

Election of Officers, after consulting amongst themselves, Ms. Conklin made a motion that the officers be:

Chairman – Victor DiNapoli

Vice Chairman – David Hosier

Secretary – Jeannette Moss

Treasurer – Cynthia Conklin

Asst. Treasurer – Patricia Purdy

Seconded by Ms. Purdy, with all in favor.

There were no communications.

Old business:

- a. Ms. Reilly commented that Alyssa is working on the addendum to lease and handbook pertaining to the \$25 per day fine that was discussed at last months' meeting. Also a reinforcement statement that parents are responsible for their children. This comes as a result of two boys getting into an agreement, and then breaking two windows.

There was a discussion on installing security cameras. This would benefit the tenants and the Board. The tenants would feel safer and as the Board is trying to make sure the rules are being followed, cameras would assist in the enforcement. Mr. DiNapoli will research companies that install and maintain these systems. There was discussion on abusive situations and encouraged neighbors getting to know neighbors.

New business:

- a. Ms. Reilly gave her Administrator's report. The payments for June have not been received from CREM. It was commented that the tenants are still having problems with their heat pumps but the Board agreed that the tenants need educating on how to use the remote. As these units were installed by Eversource, Mr. DiNapoli asked if they have an education program. Mr. Colley will look into this.

## PART 2

There were no communications.

### Old business:

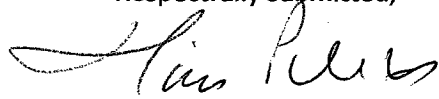
- a. The tenant in 2C has a ticking sound in her geothermal unit. The circuit has been shut-off and WB Case is supposed to look at the unit. WB Case found one unit with no filter. It was commented that there is no heat in the bathroom of 16A. The duct work needs to be looked at. Ms. MacDougall asked what makes a unit handicap accommodated. It is when it can be convertible, which the units are. She also inquired about having the shower safety bars installed. It was agreed that this is a safety issue and should have first priority. Ms. Reilly will find out what other tenants want them installed and schedule a day when they all can be done. Other than this, there are no tenant issues.
- b. Good Hill Company from Woodbury came out to give an estimate to service the geothermal units. Ms. Reilly has received the estimate yet. It was emphasized and agreed by all that these units need to totally fixed before winter. Mr. DiNapoli gave his history with Bell Mechanical and issues they dealt with. Mr. Colley had spoken to them about setting up a maintenance contract (\$4,188 for 2 visits a year to test units to be sure they are working fine). For now, unit 4A is vacant as there is no heat or air conditioning. A price to address this issue was received from Bell. They wanted half the payment up front to fix this unit – which was sent so this unit will get repaired. It was unknown what the cost would be to have either company come in and fix everything, then do the maintenance contract. Where the money for this will come from was discussed (1/2 USDA reserve and ½ architect fund balance). Ms. Conklin will pursue this. Mr. DiNapoli will contact Bell Mechanical to get information on a time table to get all the units fixed. Mr. DiNapoli raised the point of the outsider units – the pipes freezing as they come down in the outer wall. Insulation was put in the roofs. It was agreed to have the Building Inspector look at this for suggestions. It was noted that unit 4A also has a broken pipe. If the estimate from Good Hill Company is received by Friday noon, a special meeting will be held Tuesday. There was a slight discussion on an attempt to solve communications between the Social Service Office, this Board and the tenants.

### New business:

- a. Ms. Reilly gave her Site Administrator's report. There were no June payments for approval. Ms. MacDougall asked about a smoking ban in the units. This will be looked into as there may be a federal law or state law pertaining to housing projects. It was agreed that this is a safety issue. The Board thanked Ms. MacDougall for her input.
- b. The Board discussed further the high electric bill endured by the tenant in unit 16D as a result of the malfunctioning geothermal unit. It was determined by CREM after using the formula to determine the rent that this unit clearly paid \$89.18 a month over the average monthly expense. This situation has been well documented. What remains is the issue of reimbursing the tenant \$1,516.06 which was the amount determined by CREM that has been paid over and about the average. Ms. Conklin reviewed the process for the Board: make a motion one way or the other, discuss the motion and then vote. If approved, the funds could come from the Reserves. Various issues were discussed. Ms. Conklin will see if the USDA has dealt with this kind of issue before. The Board has been struggling with this whole idea – is reimbursement setting a precedent for the future. No decision was made.

Ms. Conklin made a motion to adjourn, seconded by Ms. Purdy, with all in favor. The meeting was adjourned at 7:02.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tina Pitcher".

Tina Pitcher, Recording Secretary

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SHARON TOWN CLERK