

Sharon Housing Authority
Meeting Minutes
June 1, 2026

A regular meeting of the Sharon Housing Authority was held on June 1, 2026 at 18 Hixson Farm Road in the Community Room. Chair Saunders called the meeting to order at 9:18 a.m.

Present: Susan Saunders, David Freyman, Zannati Rahman, Skai Bateman, Jackie Neely

Absent: None.

- I. Approval of Minutes 5/4/2026
 - a. Motion made by Commissioner Rahman to approve the minutes of the May 4, 2026 meeting.
 - b. Motion seconded by Commissioner Bateman.
 - c. Motion approved 5-0.

- II. Approval of Warrant #38 in the amount of \$102,510.31
 - a. The Management Agent thanked Chair Saunders and Commissioner Rahman for coming in every week to sign checks.
 - b. Brief comments on rising energy costs.
 - c. Motion made by Commissioner Bateman to approve Warrant #38.
 - d. Motion seconded by Commissioner Neely.
 - e. Motion approved 5-0.

- III. Management Agent Report
 - a. AUP Corrective Action Plan – audit is scheduled and will be on time.
 - b. Annual Plan Update – 2026
 - i. A draft of the Annual Plan is finished and was emailed to the board. Any questions can be directed to the Management Agent before July 6.
 - ii. A copy of the plan was sent to the Sharon Town Hall, and a copy is available in the Sharon Housing Authority office.
 - iii. The Management Agent will be present on July 6 for the public hearing of the plan; an email vote on the plan will follow.
 - c. Vacancy Report
 - i. 2 vacancies; down from last month.
 - d. Monthly Financials April 2026
 - i. The Management Agent stated that all budget categories are within 10%, either over or under; reserves are strong, around 63%. The authority is in good shape as the end of the fiscal year approaches.
 - e. Work Order Report – included in the packet for board review
 - f. Project Updates
 - i. Progress being made on the siding project and it is receiving positive feedback.
 - ii. Rodent Problem

1. The Management Agent stated that many towns/cities in Massachusetts are having an issue with mice; a couple of the Sharon buildings are being addressed; Burgess Pest Control has been contracted to treat the problem.
2. The Management Agent further stated that some units are not able to be accessed due to uncooperative residents; these residents have been informed that Burgess will be entering their units to treat the problem.
3. Commissioner Bateman asked if it's normal that tenants refuse entry; the Management Agent said that they can refuse entry, but it's a health and safety issue at this point; it is only two or three residents refusing entry; Burgess is going into these units on Wednesday to address the issue; the Management Agent assured the board and the residents present that the Housing Authority is taking the matter seriously.

g. HESSCO Report – in the packet for board review

IV. Old Business – None

V. New Business

- a. Commissioner Neely asked if residents can get the board packet prior to the meetings; the Management Agent stated that he provides a particular resident who asks for it with the packet and he has no problem giving the packet out; Chair Saunders suggested giving it out on an as-requested basis; Commissioner Neely suggested that we label the packet as a “draft” since corrections are made sometimes during the meetings; Commissioner Bateman questioned the rules on making the packet public; she would like to check on what we are required to provide and will report back to the board.

VI. Other Business

a. Resident Comments

- i. A resident asked if the laundry room siding is being done; the Management Agent stated that a change order is in the works to get it done.
- ii. A resident asked for follow up from the Management Agent on a certain resident who put up garden fences; the Management Agent is addressing the situation.
- iii. A resident asked on the status of putting cameras on the property; the Management Agent is waiting for a third quote to process, which should be in the next few weeks; he will give an update at the next meeting.

b. Board Member Comments

- i. Chair Saunders asked for an update on the speed bumps; the Management Agent spoke to Trevor; the prior speed bumps were difficult to install and remove; they looked at the speed bumps at the

condos next door for comparison; the Management Agent will proceed with finding new speed bumps for the property.

- ii. Discussion on not having a board meeting in July, but instead having the email vote on the annual plan in July; August 3 meeting will be tentative.

VII. Adjourn

- a. Motion made by Commissioner Neely to adjourn.
- b. Motion seconded by Commissioner Bateman.
- c. Motion approved 5-0.
- d. Meeting adjourned 9:47 a.m.

Respectfully submitted,

Paul M. Dumouchel
Management Agent