MEMBERS PRESENT: Carmen Bongiovanni, Thomas Stauffacher, Karen Spears, Dorothy Sperber, Joe Kowalski and Marc Bellapianta.

MEMBERS ABSENT: Rich Belhumeur and Charles Ericksen, Jr,

EXCUSED ABSENT: Cynthia Bassett, Denise Santa Maria and David Alfin

STAFF PRESENT: Valerie Bradley, SHIP Administrator, Lacy Page, Administrative Assistant.

MEMBERS OF THE PUBLIC PRESENT: N/A

1. Call to order;
   In the absence of the Chair and Vice Chair, Dorothy Sperber called the meeting to order at 8:30 am.

2. Review of Minutes from the June 14, 2016 Regular Meeting.

   A MOTION was made by Thomas Stauffacher and SECONDED by Karen Spears to approve the minutes of the June 14, 2016 meeting
   
   MOTION carried unanimously.

3. Review of SHIP down payment/closing cost application request from Habitat for Humanity for SHIP applicant 628 under the very low income category up to the amount of $20,000.00.

   A MOTION was made by Thomas Stauffacher and SECONDED by Carmen Bongiovanni to approve the down payment/closing cost for Habitat for Humanity for SHIP applicant 628 under the very low income category for up to $20,000 was approved.
   
   MOTION carried unanimously.

4. Review Annual Reports.

   Discussion: Valerie Bradley described the annual reports in detail. Explanation of mortgage repayment. Figures were explained by each category. Payoffs have been received for 15-16.

   A MOTION was made by Carmen Bongiovanni and SECONDED by Marc Ballapianta to approve the Annual Reports for SHIP.
A MOTION was made by Carmen Bongiovanni and SECONDED by Thomas Stauffacher to adjourn the meeting at 8:47am.