



# Sandwich Housing Authority

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## Regular Board Meeting Minutes Sandwich Housing Authority 20 Tom's Way – Community Room March 8, 2018

1. Meeting called to order at 5:00 p.m. by Chairman Johnson  
Upon roll call, a quorum was present.

**Present:** Richard Johnson, Chairman  
Tobin Wirt, Vice Chairman  
Barbara Hadley, Commissioner  
Christine Ernst, Commissioner

**Absent:** Nanette Perkins, Commissioner

**Others present:** Paula Schnepf, Executive Director  
Becky Dudley, Office Assistant

2. Minutes of Regular Board Meetings Minutes February 8, 2018

### Resolution 2018-23

Commissioner Wirt motioned, and Commissioner Ernst seconded to approve the February 8, 2018 Regular Board Meeting minutes. Upon a show of hands, the motion passed (4-0).

Yeas: Johnson, Wirt, Hadley, Ernst  
Nays: None  
Absent: Perkins

3. Approval of warrant:

### Resolution 2018-24

Commissioner Hadley moved to approve the warrant for 91 checks totaling \$80,180.67  
Commissioner Ernst seconded the motion and upon a show of hands, the motion passed (4-0).

Yeas: Wirt, Hadley, Johnson, Ernst  
Nays: None  
Absent: Perkins

4. Public Participation: n/a

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## 5. Executive Directors Report –

- **Storm Damage Update:** Paula updated the Board on the recent storm damage to the roof at 20 Tom's Way, fortunately David Sawyer Construction was able to make a quick repair.

### *Correspondence Received:*

- **Town of Sandwich Annual Report:** ED reported it is the time of year to submit information for the Town of Sandwich Annual Report. Paula will submit information for the Sandwich Housing Authority.
- **Town of Sandwich Planning Board Subdivision Rules and Regulations:** Sandwich Housing Authority received the newly amended booklet dated February 20, 2018.

### *Upcoming Events:* on file

- **Affordable Housing Trust; Cape Housing Roundtable:** On April 5, 2018 at 6PM there will be a roundtable meeting for Affordable Housing Trust Boards. The meeting will begin at Melpet Farms in Dennis and continue at the Dennis Police Station for 6:45PM. It will be hosted by the Town of Dennis and MHP (Massachusetts Housing Partnership).

## 6. Old Business: on file

- **Public Housing:**
  - **Sandwich Housing Authority Budgets:** ED reported that on February 13, 2018 the Sandwich Housing Authority Budgets for FY2018 were submitted to DHCD for approval. She will keep the Board up to date on the process.
  - **Sandwich Housing Authority; Tenant Accounts Receivable:** Paula explained the newly implemented DHCD policy regarding tenant account receivables and the challenges for the housing authority.
- **Maintenance:** in addition, ED updated the Board on some of the Capital Projects planned for the Sandwich Housing Authority such as paving at Hansen Village and the septic system at George Fernandes Way.
- **Leased Housing:** Paula reported that the Sandwich Housing Authority is screening and issuing Massachusetts Rental Vouchers (MRVP).
- **RAP:** n/a
- **GFW Expansion:** ED reported that WIHED did receive approval from the Town of Sandwich Zoning Board. Paula will keep the Board up to date on the project.
- **Solar Net Metering:** ED provided a spread sheet and thorough explanation of the net metering credits that have been applied to the Sandwich Housing Authority Eversource accounts as of August 2017.

- **Board Vacancies in 2018:** Paula and the Board discussed the upcoming vacant seats on the Sandwich Housing Authority Board.

7. **New Business:** n/a

8. **Adjournment:**

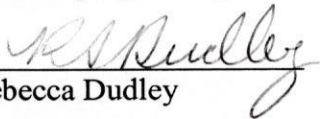
**Resolution 2018-25** There being no further business, Commissioner Ernst made a motion, and Commissioner Wirt seconded the motion to adjourn the meeting 5:45 p.m. Upon a show of hands, the motion passed (4-0).

Yeas: Hadley, Wirt, Ernst, Johnson

Nays: None

Next Regular Board Meeting will be held on **Thursday, April 12, 2018 at 5:00PM,** Community Room, 20 Tom's Way, Sandwich.

Minutes prepared by:

  
Rebecca Dudley

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March 15, 2018