



Sandwich Housing Authority

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Regular Board Meeting Minutes Sandwich Housing Authority 20 Tom's Way – Community Room July 12, 2018

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

Present: Tobin Wirt, Chairman
Nanette Perkins, Vice Chairman
Barbara Hadley, Treasurer
Joan Martinelli, Commissioner

Absent: Kathy Brown, Assistant Treasurer

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

2. Minutes of Regular Board Meetings Minutes June 14, 2018

Resolution 2018-49

Commissioner Perkins motioned, and Commissioner Hadley seconded to approve the June 14, 2018 Regular Board Meeting minutes. Upon a show of hands, the motion passed (4-0).

Yeas: Wirt, Hadley, Perkins, Martinelli
Absent: Brown
Nays: None

3. Approval of warrant:

Resolution 2018-50

Commissioner Hadley moved to approve the warrant for 99 checks totaling \$130,971.63
Commissioner Perkins seconded the motion and upon a show of hands, the motion passed (4-0).

Yeas: Hadley, Perkins, Wirt, Martinelli
Nays: None



4. **Public Participation:** n/a

5. **Executive Directors Report:**

- **Sandwich Housing Habitat for Humanity:** Paula reported she recently met with Beth Wade, who handles the land acquisitions for Habitat for Humanity. They spoke of the potential affordable housing requirements for Sandwich and the involvement of the Sandwich Housing Authority. She will keep the Board up to date.
- **HUD Section 8 Voucher Application:** ED reported to the Board she recently applied to HUD for additional Section 8 Vouchers, Paula will report back with results.

Correspondence Received: n/a

Upcoming Events:

- **Ice Cream Social:** Paula invited the Board to an Ice Cream Social hosted by the Sandwich Housing Authority on Wednesday, July 18, 2018 from 1 to 2PM. The event is for all of the tenants at the Sandwich Housing Authority and will be held in the Community Room at 20 Tom's Way.

6. **Old Business:**

Public Housing:

- **Hansen Village Asphalt Repair Project FISH 261042:** Paula requested the board review and approve the bid for the Asphalt Paving Repair Project, FISH 261042, at Hansen Village. Paula requested the Board accept the lowest bidder, Clover Paving for \$12,800 contingent on completing reference checks.

Resolution 2018-51 Commissioner Perkins motioned, and Commissioner Hadley to approve the low bidder for the Asphalt Repair Project, FISH 261042, to Clover Paving Co. Inc. in the amount of \$12,800 contingent on references. Upon as show of hands, the motion passed (4-0).

Yeas: Hadley, Perkins, Wirt, Martinelli

Nays: None

- **Sandwich Housing Authority Accountant Contract:** Paula presented to the Board for approval the contract with Sandwich Housing Authority's accountant Fenton, Ewald & Associates, P.C. for FY2018. The motion was made.

Resolution 2018-52 Commissioner Perkins motioned, and Commissioner Hadley seconded to approve the contract with Fenton, Ewald & Associates, P.C. for FY2018. Upon a show of hands, the motion was made (4-0).

Yeas: Hadley, Perkins, Wirt, Martinelli

Nays: None

Maintenance: in addition, GFW Septic System; Soil testing was done on July 11th. DHCD has approved the Schematic Plans for the project.

Leased Housing: Section 8 Vouchers are at 100%, State Vouchers are close to full with applicants searching, Sandwich Housing Authority will be reviewing and issuing more vouchers if need be within the next few weeks.

GFW Expansion: MassWorks application; Paula reported that WIHED will be applying for assistance with paying for the road coming into the project. WIHED is also applying for funding from the Federal Home Loan Bank Board Boston, in order to optimize the application Sandwich Housing Authority has provided a letter of commitment to provide residential services.

Solar Net Metering: ED reviewed the Net Metering calculation chart with the Board.

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

8. **Adjournment:**

Resolution 2018-53 There being no further business, Commissioner Perkins made a motion, and Commissioner Martinelli seconded the motion to adjourn the meeting 5:50 p.m. Upon a show of hands, the motion passed (4-0).

Yeas: Hadley, Perkins, Wirt, Martinelli

Nays: None

Next Regular Board Meeting will be held on **Wednesday, August 1, 2018 at 5:00 PM**, Community Room, 20 Tom's Way, Sandwich.

Minutes prepared by:

Rebecca Dudley

July 18, 2018