



Sandwich Housing Authority

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**Regular Board Meeting Minutes
Sandwich Housing Authority
COVID 19
Via Zoom Meeting ID# 825 7893 8610
June 10, 2021**

**TOWN CLERK
TOWN OF SANDWICH**

JUL 09 2021

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RECEIVED & RECORDED**

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

Present: Kathy Brown, Vice Chair
Barbara Hadley, Treasurer
Joan Martinelli, Assistant Treasurer
Tobin Wirt, Commissioner

Absent: Nanette Perkins, Chair

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

2. Approval of Regular Board Meeting, May 13, 2021

Resolution 2021-22

Commissioner Hadley motioned, and Commissioner Wirt seconded to approve the May 13, 2021 Regular Board Meeting minutes. Upon a show of hands, the motion passed (4-0, 1 absent).

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

3. **Review Quarterly Financial Statements:** Paula presented to the Board the Sandwich Housing Authority Quarterly Financial Statements ending March 31, 2021.

4. **Approval of Warrants:**

Resolution 2021-23

Commissioner Wirt moved to approve the warrant for 190 checks totaling \$371,330.81
Commissioner Martinelli seconded the motion and upon a show of hands, the motion passed (4-0).



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

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

6. **Executive Director's report:**

Post COVID-19 Opening: Paula reported to the Board the DHCD guidelines on reopening to the public. She reported that the Governor is working to extend some pandemic rules through to the fall or end of the year. She reported that in person Board meetings could resume as early as July.

7. **Old Business:**

• **Public Housing:**

Juneteenth Holiday: Paula proposed the Board approve to amend the Sandwich Housing Authority Personnel Policy for this year to include the Juneteenth holiday as a paid holiday. The Board approved, and a motion was made.

Resolution 2021-24

Commissioner Martinelli moved, and Commissioner Wirt seconded to approve Juneteenth as a paid holiday to the Sandwich Housing Authority Personnel Policy. Upon a show of hands, the motion passed (4-0).

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

• **Maintenance:** on file

- **Leased Housing:** Paula reported that Sandwich Housing has been continuing to issue Section 8 vouchers, with the hope to lease up two to four vouchers each month. She also reported that the Sandwich Housing Authority has a new program representative at HUD.

ED reported that DHCD is doing an innovative program to work to identify people in skilled nursing home facilities to get AHVP vouchers. They are looking to review fifty applicants, with hopes they use the vouchers to move out into the community.

- **RAP:** nothing to report at this time
- **Continuum of Care:** Paula anticipates that a new application cycle will come out this summer and due in the fall. Unlike our Section 8 program, the CoC funding comes through a grant that needs to be renewed each year.
- **GFW- Expansion: Status of Terrapin Ridge;** Paula updated the reported to the Board the Preservation of Affordable Housing (POAH) will likely be taking over the management of Terrapin Ridge. She also reported that the Sandwich Housing Authority is

still be considered to provide resident services for the property. We are looking forward to a ribbon cutting ceremony sometime this year. She explained that the fences between the properties will be taken down soon and a gate will be put up at the entrance to George Fernandes Way. This will create one entrance to the combined properties. Tenants at Terrapin Ridge are expected to be moving in starting as early as August.

- **Reports on outside activities:** nothing to report at this time.
- 8. **New Business:** Paula reported that the housing authority is planning to have a barbecue for its tenants in August, she will keep the Board updated.

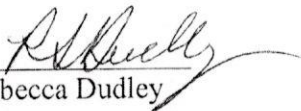
9. **Adjournment:**

Resolution 2021- 25 There being no further business, Commissioner Wirt made a motion, and Commissioner Martinelli seconded the motion to adjourn the meeting 5:22 p.m. Upon a show of hands, the motion (4-0).

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

Next Regular Board Meeting will be held on **Thursday, July 8, 2021 at 5:00 PM** via Zoom.

Minutes prepared by:


Rebecca Dudley

June 17, 2021