



Harwich Housing Authority

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CALL TO ORDER

The August 29, 2017 Regular meeting of the Harwich Housing Authority was called to order at 6:35 p.m. Members present: Robert MacCready, Sally Urbano, Randall Pond, Judith Underwood and Sandra Woodbridge. Members absent, none. Also present: John Stewart Director of the H.H.A.,

APPROVAL OF MINUTES: On a motion presented by Sandra Woodbridge, and seconded by Randy Pond the minutes of the July 2017 meeting were approved.

APPROVAL OF WARRANT: On a motion presented by Sandra Woodbridge, and seconded by Bob MacCready, the 2017-8 Warrant was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT: On a motion presented by Sandra Woodbridge, and seconded by Bob MacCready the Executive Director's report for August 2017 was unanimously approved.

Financial Report: The July report was reviewed. No vote needed. John will ask about Money Market accounts

OLD BUSINESS: We discussed the on-line training, Bob MacCready was the only one who still needed to complete it. Sandra Woodbridge reported on the status of the Housing for the Disabled that Jeff Locantore is trying to set-up. Sandra has been working with Jeff to set-up a non-profit. He is still seeking Board Members.

John will send out information on the Housing Institute so board members can sign up. It was also reported that the HECH/Habitat project receive approval at the Planning Board meeting.

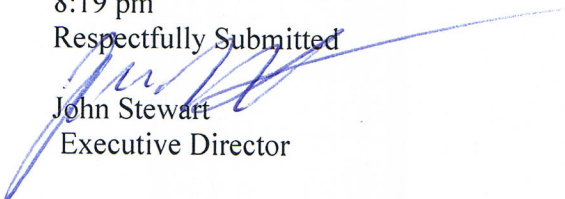
NEW BUSINESS: 1) We discussed the role of the CPC. Randy Pond nominated Sandra Woodbridge to be our representative on the CPC. Sandra asked to be withdrawn from consideration. Sandra Woodbridge nominated Bob MacCready and Judith Underwood nominated herself for consideration as rep. Both Judith and Bob had an opportunity to address the board as to why they wanted to be on the CPC. Sally Urbano then called for a vote. Bob MacCready was voted in as CPC Rep. with a vote of 4 to 1. The board encouraged Judith to start attending the CPC meetings to get a better understanding of it because Bob's appointment to our board may end in May 2018 or sooner. 2) Next we discussed the Buy- Down program. John Stewart told the Board he was planning on requesting funds. \$125,000.00 per house for two or three houses and enough money to cover the Administrative costs. He explained that we had used HAC in the past and were very happy with them and that they typically charge 3% of the market rate price of the homes being purchased. Judith Underwood said that the Admin. Fee seemed high and that we should try to negotiate a better price. After discussing it for a few more minutes Sandra Woodbridge made a motion that we ask for \$400,000.00, \$12500.00 for three houses and \$25,000.00 for the Admin. costs and if the \$25,000.00 was not enough to cover the cost to run the program the Housing Authority would consider using some of our Admin. Funds. Bob MacCready seconded the motion and it was approved. 3) On a motion made by Bob MacCready and seconded by Sally Urbano the Capital Plan was approved. 4) After reviewing the bids Bob MacCready made a motion to approve the lowest qualified bidder, Sandra Woodbridge seconded the motion and the motion carried.

CITIZENS PARTICIPATION- None

Our next regular meeting is September 26th.

The meeting adjourned on a motion made by Bob MacCready, seconded by Sally Urbano and approved by all.
8:19 pm

Respectfully Submitted


John Stewart
Executive Director

Email: harwichha@verizon.net