

**A SCITUATE HOUSING AUTHORITY REGULAR MEETING WAS HELD ON TUESDAY, APRIL 11, 2023 AT 6:30 PM AT 791 COUNTRY WAY, SCITUATE, MA**

**Call to Order:** 6:30 PM

**Present:** Jon Duane  
Kate Leahy  
Jill Caffrey

**Absent:** Herbert Osborne  
Jill Beresford

**Also Present:** Kathy DeMarsh, E.D., Secretary to the Board; Jodi Maurer, President, Penrose Energy

**Bills and Communications**

On a motion by Jill Caffrey, seconded by Kate Leahy, it was unanimously

**Voted:** To accept the agenda for April 11, 2023  
Ayes: 3 Nays: 0 Abstained: 0

Jodi Maurer from Penrose Energy presented the Gas Renewal options for Scituate Housing Authority to the Board. The current contract with Direct Energy expires on 9/30/23. Discussion ensued.

On a motion by Jill Caffrey, seconded by Kate Leahy, it was unanimously

**Voted:** To acknowledge receipt of the Gas supplier rates and vote to authorize the Executive Director to enter into a new contract with the supplier offering the lowest rate of \$.69 per Therm for a term of 24 months.  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Kate Leahy, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt and approve the Accounts Payable Warrant and Employee Earnings Record for March, 2023.  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Jill Caffrey, seconded by Kate Leahy, it was unanimously

**Voted:** To approve the March 21, 2023 Regular Meeting Minutes as written  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Kate Leahy, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt of the Reconciliation Reports for March 31, 2023  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Jill Caffrey, seconded by Kate Leahy, it was unanimously

**Voted:** To acknowledge receipt of the Director's Report of April 11, 2023  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Kate Leahy, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt and adopt the Minimum Wage Rates to be paid to Maintenance in accordance with the Office of Labor and Workforce Development effective April 1, 2023 through March 31, 2024  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Jill Caffrey, seconded by Kate Leahy, it was unanimously

**Voted:** To acknowledge receipt of PHN 2019-16 and PHN 2023-03 Wage Match for State Housing Program Tenants and approve the submission of the Executive Director/Board Approval certification signed by the Executive Director and the Chairperson.  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Kate Leahy, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt and approve the Exterior/Grounds Policy as discussed and amended  
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Jill Caffrey, seconded by Kate Leahy, it was unanimously

**Voted:** To acknowledge receipt and approve the Common Area/Porch Use Policy as is with no further amendments  
Ayes: 3 Nays: 0 Abstained: 0

#### **ADJOURN**

On a motion by Kate Leahy, seconded by Jill Caffrey, it was unanimously

**Voted:** To adjourn the meeting, the time being 7:25 PM  
Ayes: 3 Nays: 0 Abstained: 0

(Seal)

Kathy J. DeMarsh

Kathy J. DeMarsh, Secretary