

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
July 12, 2017
7:00 PM**

The Meeting was called to order at 7:00 PM by Chairperson Don Luxton. Other member(s) present were Suzanne Thomas, Bruce Blanchard and Arthur Burt. Also present, Paula Mountain, Executive Director and tenants Susan Herrick, Bob Warner, Virginia Drieze, Marie Williams, and Carol Kirby.

Reading of Prior Minutes

- The Minutes from June 14, 2017 Regular Session board meeting were unanimously approved upon a motion by B. Blanchard and seconded by S. Thomas.

Bills and Communications

- Check Disbursements from July, 2017
- Debit Card Disbursements from June, 2017
- Payroll from June, 2017
- Financials from June, 2017
- Credit Adjustments – None

The above bills and communications were unanimously accepted upon a motion by S. Thomas and second by B. Blanchard.

Executive Director Report and Communication

- Vacancy Update: Unit 15 (leased-up on July 5th) and Unit 56 and Unit 14, Unit 29 will vacate by August 7th
- Update notice from A.G.'s office on Commonwealth v John Carr, sentencing has been rescheduled again for August 3, 2017 in Norfolk Superior Court.
- AUP audit is scheduled for July 14, 2017
- All Rent Recertification have been completed

The above Executive Director's Report and Communications was unanimously accepted upon a motion by B. Blanchard and second by S. Thomas.

New Business

- The Executive Director presented the board with a quote from LW Bills on the replacement of the Radio Master Box, FISH 327041 in the amount of \$9495.00. This is the only quote received. Quotes were also requested from Jupiter Electric and Brite-lite Electric. Neither submitted quotes. A motion was made by A. Burt, second by S. Thomas and unanimously approved by all members present to accept the quote of \$9495.00 from LW Bills for the replacement of the Radio Master Box.

Old Business

Adjournment

- The next board meeting is scheduled for Wednesday, August 9, 2017 @ 7:00 p.m.
- The meeting adjourned at 7:28 PM upon a motion by S. Thomas, second by B. Blanchard and unanimous approval.

Respectfully Submitted,
Paula Mountain
Secretary