

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
January 14, 2020
7:00 PM**

Roll Call

The Meeting was called to order at 7:00 PM by Chairperson, Bruce Blanchard. Other member(s) present were Susan Herrick, Elizabeth Craig-McCormack, and Suzanne Thomas. Also, present, Paula Mountain, Executive Director and the following tenants, Virginia Drieze, Bob Warner, Dot Giove, Marie Williams, Linda Brown, Cecille Mazzella, Cheryl Ambrogio, Judy Gazzolla and Anne Shaffer who arrived at 7:05 PM

Reading of Minutes

- December 10, 2019 Regular Session

A motion was made by S. Thomas second by E. Craig-McCormack and unanimously approved to accept the meeting minutes as presented.

Bills & Communications

- Check Disbursements for January 2020
- Debit Card Disbursements December 2019
- Payroll from December 2019
- Financials for December 2019 – None presented
- Credit Adjustments requested - NONE

A motion was made by S. Thomas second by S. Herrick and unanimously approved to accept the Bills and Communications as presented.

Executive Director Report and Communications

- ❖ Update board on fire in Sargent building (units 59, 60, 63,64)
The board was informed that outstanding invoice and rent loses were submitted to the insurance. We can expect approximately \$15K at this time. The WHA is being held to the \$5,000 deductible.
- ❖ Vacant Units
 - Unit 2 is being turned over and an applicant is being screened.
- In December Chairperson Blanchard and the Executive Director met with the Town Administrator to discuss the vacancy left on the board by the passing of Arthur Burt. A Public Notice was put in the paper that on February 4, 2020 there will be a joint meeting with the BOS and the WHA to fill the vacancy on the WHA board until the next election.
- The WHA received it's FY23 Formula Funding Award which is for \$124,982
- The board was given the Executive Director's MCPPO Recertification notification
- The board was given a copy of the Mass NAHRO Court Complaint filing on Executive Director's Contracts against the Commonwealth of Massachusetts to resolve a long-standing dispute over local executive director contracts

New Business

- A motion was made by S. Thomas second by S. Herrick and unanimously approved to accept the Top 5 Highest Paid Employees from 2019 as presented
- A motion was made by E. Craig-McCormack second by S. Herrick and unanimously approved to accept the 2019 Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.
- A motion was made by S. Herrick second by S. Thomas and unanimously approved to recognize the carry forward of Executive Director's comp time from FY 2019 (156.2 Hours).
- A motion was made by E. Craig-McCormack second by S. Thomas and unanimously approved to authorize the Executive Director to sign the Grant of Easement to Massachusetts Electric Company for consideration of One (\$1.00). The board was informed that Attorney Michelle Randazzo of KP Law had reviewed the document and because this is a grant of an interest in land the board needs to vote to authorize the Executive Director to sign on its behalf. Attorney Randazzo reviewed the proposed easement and approve it as to form.

Old Business

Adjournment

The meeting adjourned at 8:00 PM upon a motion by E. Craig-McCormack and second by S. Thomas

The next meeting will be held Tuesday, February 18, 2020 @ 7:00 PM