

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
September 14, 2021
4:00 PM**

September Board Meeting
Tue, Sep 14, 2021 4:00 PM - 5:30 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/148939581>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

Access Code: 148-939-581

Roll Call

The Meeting was called to order at 4:00 PM by Chairperson, Suzanne Thomas. Other member(s) present on the calls were Bruce Blanchard, Elizabeth Craig McCormack, Marty Carr, and Susan Herrick. Also, present, Paula Mountain, Executive Director, and tenants Diane Osbourn, Cheryl Ambrogio and Tracey Metzger.

Reading of Minutes

- July 13, 2021, Regular Session

A motion was made by B. Blanchard second by S. Herrick and unanimously approved to accept the meeting minutes as presented.

Bills & Communications

- Check Disbursements for August & September 2021
- Debit Card Disbursements July & August 2021
- Payroll from July & August 2021
- Financials for July & August 2021
- Credit Adjustments requested - None.

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

Executive Director Report and Communications

- Vacant Units
 - Unit 70 Unit offer has been made
 - Unit 22 vacated August 1, 2021
 - Unit 28 vacated by September 30, 2021

A motion was made by B. Blanchard second by S. Herrick and unanimously approved to accept the Executive Director's Report and Communication.

New Business

- The Executive Director went through the AUP audit results for FY 2020.

A motion was made by M. Carr second by S. Herrick and unanimously approved to accept the AUP audit for FY 2020 as presented.

- Executive Director is requesting the adoption of requiring masks for all regardless of vaccination status in all common areas.

A motion was made by S. Herrick second by B. Blanchard and unanimously approved to require masks regardless of vaccination status in all indoor common areas effective September 15, 2021.

- The board was presented with the DHCD Draft Reasonable Accommodation Policy for review.

A motion was made by B. Blanchard second by M. Carr and unanimously approved to adopt the DHCD Reasonable Accommodation Policy as presented.

- The Executive Director presented with the draft 2022 Annual Plan. The complete plan was reviewed. Without any questions from the board the chair opened questions to the audience. There were no questions.

A motion was made by M. Carr second by B. Blanchard and unanimously approved to accept the Annual Plan as presented.

Old Business

Adjournment

The meeting adjourned at 5:24 PM upon a motion by B. Blanchard and second by M. Carr

The next meeting will be held **remotely** on Tuesday, October 12, 2021 @ 4:00 PM