

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
June 14, 2022
4:00 PM**

New Meeting

Tue, Jun 14, 2022 4:00 PM - 4:30 PM (EDT)

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

<https://meet.goto.com/736054349>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 736-054-349

Roll Call

The Meeting was called to order at 4:00 PM Chairperson, Suzanne Thomas. Other member(s) present on the call were Susan Herrick, Trudy Reid, Elizabeth Craig-McCormack and Marty Carr. Also, present, Paula Mountain, Executive Director, and tenants Tracy Metzger and Diane Osborne.

Reading of Minutes

- May 10, 2022, Regular Session

A motion was made by M. Carr second by E. Craig-McCormack and unanimously approved upon rollcall to accept the meeting minutes as presented.

Bills & Communications

- Check Disbursements for June 2022
- Debit Card Disbursements May 2022
- Payroll from May2022
- Financials for May2022
- Credit Adjustments requested – NONE

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

Executive Director Report and Communications

- Vacant Units
 - Unit 41
 - Unit 43
 - Unit 20

Unit 36

Unit 61

- ADA Bathroom Rehab project is still in process at 85 Larch
- Access control for the sliding door will be installed on June 16, 2022. All doors will be fob accessible. approximately 44 tenants have not come to get their fob.
- Board Members were given the result of the Performance Management Review (PMR)
- The Executive Director noted the board will be reorganizing at the July 2022 meeting.
- The board was updated regarding staff replacements for both part-time positions which are currently still vacant. Both positions have been posted on the Town of Wenham website.

A motion was made by S. Herrick second by E. Craig-McCormack and unanimously approved upon rollcall to accept the Executive Director's Report and Communication.

New Business

- The board was informed that the WHA was awarded \$143,760 in additional Formula Funding through the American Rescue Plan Act (ARPA) Public Housing Program. This funding will be applied to capital improvement project(s) which are already in the pipeline for facilitate timely spending of the funds.
- A motion was made by E. Craig-McCormack second by M. Carr and upon rollcall unanimously approved to submit Trudy Reid as the WHA's representative to the Wenham CPC.
- A motion was made by S. Herrick second by T. Reid and upon rollcall unanimously approved to submit Marty Carr as the WHA's representative on WISSH.

Old Business

Adjournment

The meeting adjourned at 4:57PM upon a motion by M. Carr and second by T. Reid

The next meeting will be held **remotely** on Tuesday, July 12, 2022 @ 4:00 PM