

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
October 13, 2020
7:00 PM**

Roll Call

Tue, Oct 13, 2020 7:00 PM - 9:00 PM (EDT)

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The Meeting was called to order at 7:01 PM by Chairperson, Bruce Blanchard. Other member(s) present on the call were Susan Herrick, and Suzanne Thomas. Also, present, Paula Mountain, Executive Director.

Public Comments on Annual Plan

The board was presented with the Annual Plan prior to the meeting for review. No other members of the public attended the meeting. A motion was made by S. Thomas second by S. Herrick and unanimously approved to accept the Annual Plan as presented.

Reading of Minutes

- September 8, 2020 Regular Session

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

Bills & Communications

- Check Disbursements for October 2020
- Debit Card Disbursements September 2020
- Payroll from September 2020
- Credit Adjustments requested - NONE

- Financials for September 2020

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

- Unit 42 Lease up on 10/7/2020
- Unit 1 Lease up on 9/16/2020
- Unit 13 Unit offer sent out 10/6/2020
- Unit 4 screening
- Unit 60 vacated on September 10th

New Business

- PHN 2020-29 Allocation of Supplemental Funding for Coronavirus Response. Wenham received a deposit of \$27,402.00
- With the above funds, 22 wall mounted hand sanitizing units were purchase and installed at the front door of all tenant buildings and at the rear doors where tenants use those doors as main entrance.
- The board was presented with a revision to the budget.

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

Old Business

The board was presented with a final draft of the Community Garden Plot Application, General Rules and Regulations & By-Laws and Waiver.

A motion was made by S. Thomas second by S. Herrick and unanimously approved to accept as policy the Community Garden Plot Application, General Rules, Regulations & By-Laws and Waiver as presented

Adjournment

The meeting adjourned at 7:35 PM upon a motion by S. Herrick and second by S. Thomas

The next meeting will be held Tuesday, November 10, 2020 @ 7:00 PM