

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
May 10, 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, Elizabeth Craig-McCormack and Arthur Burt. Also present, Paula Mountain, Executive Director and tenants Susan Herrick, Bob Warner, Carol Rawlston, Virginia Drieze, Marie Williams, Carol Kirby and Cheryl Ambrozio.

Re-Organization of the Board

Don Luxton	Chairperson
Bruce Blanchard	Vice Chairperson
Arthur Burt	Treasurer
Elizabeth Craig-McCormack	Vice Treasurer
Suzanne Thomas	Member

A motion was made by A. Burt, second by B. Blanchard and unanimously approved to keep all board members in their current positions.

Reading of Prior Minutes

- The Minutes from April 12, 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 May, 2017
- Debit Card Disbursements from April, 2017
- Payroll from April, 2017
- Financials from April, 2017
- Credit Adjustments – None

The above bills and communications were unanimously accepted upon a motion by E. Craig-McCormack and second by S. Thomas.

Executive Director Report and Communication

- Vacancy Update: Currently all units are occupied. Unit 15 is expected to vacate by 5/26/17 and unit 56 will officially vacate on 5/31/17
- The board was notified of the Change of Plea date, May 15, 2017, from A.G.'s office regarding the Commonwealth v John Carr
- The board was given a copy of the WHA FY 2020 Formula Funding Award letter reflecting \$104,726 in formula funding dollars.
- The board was informed that the concrete to asphalt sidewalk is complete and it went very smoothly.
- The board was informed that the Executive Director and Board Chair met with Catherine Harrison & Judy Bubriski of the Wenham Affordable Housing Trust on May 2, 2017. This was a very informal meeting with both Ms. Harrison and Ms. Bubriski asking question about the Wenham Housing Authority. Who we are and what we are about.

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

by B. Blanchard.

New Business

- A motion was made by B. Blanchard, second by S. Thomas and unanimously approved to accept the Certificate of Final Completion on the Rear Door Replacement Project, FISH 327038.

Old Business

Adjournment

- The next board meeting is scheduled for Wednesday, June 14, 2017 @ 7:00 p.m.
NOTE.... Arthur Burt will not be able to attend June's meeting.
- The meeting adjourned at 7:41 PM upon a motion by S. Thomas, second by B. Blanchard and unanimous approval.

Respectfully Submitted,
Paula Mountain
Secretary