

**WENHAM HOUSING AUTHORITY  
LARCH LANE  
MINUTES  
May 11, 2021  
4:00 PM**

BOARD MEETING  
Tue, May 11, 2021 4:00 PM - 5:30 PM (EDT)

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**Roll Call**

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

**Reading of Minutes**

- May 11, 2021 Regular Session

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

**Bills & Communications**

- Check Disbursements for May 2021
- Debit Card Disbursements April 2021
- Payroll from April 2021
- Financials for April 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 23 a waiver has been requested with DHCD. An applicant is being screened and close to an offer of housing.
- Community Hall will remain closed at this time.
- Outside Grill

A motion was made by S. Herrick second by M. Carr and unanimously approved to not put the

barbeque grill out at this time.

- In the next few weeks work will begin replacement of 85 & 86 Larch Lane bay windows.

### **New Business**

- The board was informed that the recycling/storage shed rebuild will not have a ramp. Where the shed is located there is not enough frontage to allow for the distance to comply with an ADA ramp. A notice went out asking any tenant that has items in the storage part of the shed to remove them by May 17<sup>th</sup>. Work will begin on May 19<sup>th</sup>.
- Electric contract review (tabled at this time)
- Board to vote to accept Net Income Limits by household size for determining admission for State-Aided Housing Program set by HUD and approved by DHCD.

A motion was made by S. Herrick second by M. Carr and unanimously approved to accept the Net Income Limits by Household Size set by HUD.

- Board to vote to accept the Fair Market Rates

A motion was made by E. Craig-McCormack second by S. Herrick and unanimously approved to accept the Fair Market Rates submitted by DHCD.

### **Old Business**

### **Adjournment**

The meeting adjourned at 4:33 PM upon a motion by M. Carr and second by E. Craig-McCormack

The next meeting will be held Tuesday, June 8, 2021 @ 4:00 PM