

**WENHAM HOUSING AUTHORITY
LARCH LANE
MINUTES
July 2, 2024
11:00 AM**

Roll Call

The meeting was called to order at 11:02 AM by Chairperson, Martha Carr. Other member(s) present were, Elizabeth Craig-McCormack and Suzanne Thomas. Also, present, Paula Mountain, Executive Director, Admin Assistant, Tammy Ryan, and tenants, Cheryl Ambrogio, Tony DiStefano, Jeanie Feener, Sharon Ivey, Judy Andonian, Peggy Stopinski, Cindy Menegoni, Marie Schimmelbusch and Kim Smith (arriving at 11:20 and leaving at 11:30).

Special Business

The board was presented with the response to the Open Meeting Law Complaint by Ms. Trudy Reid. The Executive Director responded to the complaint. Prior to May and June, 2024 board meetings, items expected to be discussed were bulleted on the agenda under Executive Director Report and Communications. After conferring with the Attorney General's Office the Executive Director will return to the process of bullet pointing expected topics. However there maybe instances when a topic may overflow into another relevant topic that may not appear on the listed under Executive Director Report and Communications.

A motion was made by E. Craig-McCormack second by S. Thomas and unanimously accepted to submit the Executive Director's response to Ms. Reid and to the Attorney General's office.

Reading of Minutes

- May 14, 2024, Regular Meeting

A motion was made by S. Thomas second by E. Craig-McCormack and upon roll call were unanimously approved to accept the minutes from the May 14, 2024, regular board meeting minutes.

Bills & Communications

- Check Disbursements for July, 2024
- Debit Card Disbursements June, 2024
- Payroll from June, 2024
- Financials from July, 2024 - NONE
- Credit Adjustments - None

A motion was made by E. Craig-McCormack, second by S. Thomas and upon roll call were unanimously approved to accept the Bills & Communications as presented.

Executive Director Report and Communications

- Vacant Units- Presently there are 4 vacant units.

A motion was made by S. Thomas second by E. Craig-McCormack upon roll call were unanimously approved to accept the Executive Director Report and Communications.

New Business

- Board vote to accept the Work Order/Scope of Services for Parking Lot Re-grading for Drainage Project FISH 327064.

A motion was made by E. Craig-McCormack second by S. Thomas upon roll call were unanimously approved to accept the Work Order/Scope of Services for the Parking Lot Re-grading for Drainage Project FISH 327064.

- Vacant board seat applicants, review, board recommendation to the select board.

A motion was made by S. Thomas second by E. Craig-McCormack to recommend Anthony DiStefano to fill one of the vacant positions on the housing authority board.

- Discuss the housing authority's representative to the CPC.

This item is tabled until we have a full board. Current members are not interested in representing the housing authority on the CPC.

Old Business

Public Input

- None

Adjournment

The meeting adjourned at 11:48 AM upon a motion by E. Craig-McCormack second by S. Thomas and upon roll call approval. There will be no meeting in August. The next meeting will be held on Tuesday, September 10, 2024 @ 5:00 PM