

**WENHAM HOUSING AUTHORITY  
LARCH LANE  
MINUTES  
September 13, 2016  
7:00 PM**

The Meeting was called to order at 7:00 PM by Vice Chairperson Bruce Blanchard. Other member(s) present were Suzanne Thomas, and Elizabeth Craig-McCormack. Also present, Paula Mountain, Executive Director.

**Reading of Prior Minutes**

- The Minutes from August 9, 2016 Regular Session Meeting were unanimously approved upon a motion by S. Thomas and seconded by E. Craig-McCormack.

**Bills and Communications**

- Check Disbursements from September, 2016
- Debit Card Disbursements from August 2016 (done last month)
- Payroll from August, 2016
- Financials from August, 2016
- Credit Adjustments - None

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

**Executive Director Report and Communications**

- Vacancy Update: Unit 14 was due to be leased up on 8/26/16. The applicant came unprepared for the meeting and the offer has since be withdrawn.  
Unit 54 was leased up on 8/26/16  
Unit 46 is currently still being screened for  
Unit 64 will be vacating on October 1st
- All yews and burning bushes have been pruned.
- Additional tree work in the Ayer Building courtyard will be completed by Cicoria by the end of September.
- A kick-off meeting will be scheduled in the next few weeks for the Phase 2 Door Replacement Project
- The board was presented how the recently enacted Chapter 218 of the Acts of 2016, an Act modernizing Municipal Finance and Government, section 216 provides for the amendment of section 5 of Chapter 121B, the state public housing law, by adding the following two sentences relative to the state appointee slot on the Board of a local housing authority:

*“ If the department does not fill a vacancy in the position of that member within 120 days from the date that the vacancy is created, the board of selectmen shall appoint, in writing, a person by a majority vote to fill such vacancy for the unexpired term. In a city, the mayor shall appoint a person subject to confirmation by the city council for the unexpired term.”*

This law takes effect 60 days after enactment.

- The board was given a copy of the letter received from Hiltz Waste Disposal in which they state that they are restructuring and will be focusing on the need of their commercial and industrial business. The Executive Director has stated that with in the coming month an Invitation for Bids (IFB) for the trash and recycling service will be put out.

#### **New Business**

- A motion was made by E. Craig-McCormack, seconded by S. Thomas and unanimously approved to change the monthly WHA Board Meeting from the second Thursday of the month to the second Wednesday of the month.

#### **Old Business**

- Vice Chairperson B. Blanchard requested an update on the WHA former payroll company Boston Business. The Executive Director informed the board that a Victim’s Witness Advocate from the Attorney General’s Office communicated that John Carr, owner of Boston Business was indicted by a Special Statewide Grand Jury and will be arraigned on the following charges:
  - Twenty-Three (23) Counts of Willful Failure by Preparer to Pay Over Tax
  - Two (2) Counts of Willful Delivery of False Tax Return

An arraignment date has not been set as of yet however, the WHA will be contacted with a date, location and time. We do not need to attend by may if we would like.

- Vice Chairperson B. Blanchard requested an update on the rat problem from over the summer. The Executive Director stated that at present there have been no additional rat issues however, the traps are still present. Board member S. Thomas stated that she spoke to a resident about putting bread out for the birds and that it is not allowed. Ropes Pest Control is expected in the next few days to give recommendations for the future.

#### **Adjournment**

- The meeting adjourned at 7:40 pm upon a motion by S. Thomas and second by E. Craig-McCormack and unanimous approval. The next board meeting is scheduled for Wednesday, October 12, 2016 @ 7:00 p.m.

Respectfully Submitted,  
*Paula Mountain,*  
Secretary