

Northbridge Housing Authority
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Meeting of Northbridge Housing Authority
Place: Community Room at Colonial Drive
Date: Tuesday December 11, 2018
Time: 4:30 p.m.

NORTHBRIDGE TOWN CLERK
DOREEN M. BEDONE

Roll Call - Present:

Christina Simonian
John O'Brien
Shelley Buma
Sue Brouwer

Member's Absent

None

Others Present:

Residents
Wendy Peterson, Brett Lambert, Allan

Meeting called to order at 4:30 pm

- 1) Resignation
Motion was made and seconded to accept the resignation submitted by mail from Tina Myers effective 12/5/2018.
Vote: Unanimous
- 2) Interim Contact
Motion was made and seconded to appoint John O'Brien as the contact person to allow access to DHCD HAFIS and CIP data.
Vote: Unanimous
- 3) Additional Hours
Wendy is willing to put in additional hours until O'Brien can discuss how to proceed from the management Specialist. Brett and Allan discussed the ongoing function of maintenance and should not be effected by the in the short term.
Noted files cannot be located, O'Brien will seek advice on this as well.
- 4) Executive Directors search and Hiring Procedures
A copy of the procedure was provided by e-mail, O'Brien to discuss the option of an interim director to allow for sufficient time to complete the hiring process.
- 5) Meetings
Discussed holding bi-month meetings
Agreed to meet on December 26, 2018
- 6) Adjourn
Motion was made and seconded to adjourn at 6:15 PM
Vote: Unanimous