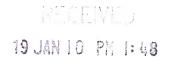
Northbridge Housing Authority 12 Colonial Drive Whitinsville, MA 01588 Tel. 508-234-7736 Fax 508-234-4996 Email: nbhousing@verizon.net



Meeting of Northbridge Housing Authority

Community Room at Colonial Drive Place:

Wednesday, November 28, 2018 Date:

Time: 4:30 p.m.

Roll Call - Present:

Christina Simonian John O'Brien

Shelley Buma Sue Brouwer

Member's Absent

None

Others Present:

Tina T. Myers, Executive Director, Residents

Wendy Peterson, Brett Lambert

Meeting called to order at 4:30 pm

Minutes:

Motion made and seconded to accept the minutes of the November 7, 2018, Vote: Unanimous

Approval of Account Payables Warrant:

Motion made and seconded to approve the accounts payable payments 10/22/2018 to 11/26/2018, Vote: Unanimous.

Approval of Amendment to; Grounds, Unit and Yard Policy:

- Reviewed the handbook, O'Brien questioned the hours of the director and the requirements included in the new contract, after discussion, motion was made and seconded to place this on the next agenda to allow time for review.
- Vote: Unanimous

Approval of Substantial Completion and Final Completion for WP # 210651

Motion was made and seconded to approve the Certificate of Substantial Completion

Vote: Unanimous

 Motion was made and seconded to approve the Certificate of Final Completion Vote: Unanimous

Open Forum: None

New Business:

- Tina provided a letter to Sheriff Evangelidis requesting help painting.
- Tenant handbooks were distributed to all tenants

DHCD Projects Updates:

Provided updates on:

- d. DHCD #216051
- e. DHCD #216048
- f. Capital Improvement Plan approved on 11/26. Work plan for reasonable accomodations at 4c will begin on 12/15

Vacancy:

1. 1 Colonial Drive

Maintenance:

- 1. Tractor ordered, delivery in a few weeks
- 2. Discussed HVAC at Colonial Drive
- 3. Brett discussed maintenance issues including the mold problem on windows and the painting issues they encountered due to weather

Board Meeting date:

- NHA's next board meeting scheduled for the last Wednesday of the month at 4:30pm, next meeting to be held on November 28, 2018 at 4:30pm.
- No further business to come before the board a motion by John O'Brien to adjourn the meeting at 6:15 pm seconded by Sue Brouwer.
- Vote: Unanimous