

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

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Rescheduled Meeting of Northbridge Housing Authority

Place: Community Room at Colonial Drive
Date: Wednesday December 27th, 2017
Time: 4:00 p.m.

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

Roll Call - Present:

Shelley Buma
John O'Brien
John Shannahan

Member's Absent

N/A

Others Present:

Tina T. Myers, Executive Director

Meeting to order at 4:01 pm

Minutes:

- Motion by John O'Brien to accept the minutes of November 29th, 2017 seconded by Shelley Buma
Vote: Unanimous

Approval of Account Payables Warrant:

- Motion by Shelley Buma to approve 11/29/2017-12/27/17 accounts payable payments, seconded by John O'Brien.
- End of month November 2017 Fee account statement.
- Motion to approve budget revision FY'18. Motion by John O'Brien to, seconded by Shelley Buma.
- Motion to approve \$1107.00 in prior tenant account balances.
- **Vote: Unanimous**

DHCD Projects Updates:

Provided updates on:

- a. DHCD #216045 Sutton Street, awaiting door.
- b. DHCD#216050 Reasonable Accommodation 23 LT and 3C completion by: 1/31/2018.

Vacancy:

1. 6C

Maintenance:

1. CIP upcoming projects.

Correspondence from Guests/Executive Director report:

- Admin/Bookkeeper new office hours schedule.
- ED schedule for January (Covering vacation days, Mr. John O'Brien).

January meetings:

- Northbridge Housing Authority's Board of Commissioners to endorse Christina Simonian in acceptance of open Board position. Motion by John O'Brien to, seconded by Shelley Buma.

- **Vote: Unanimous**

Board Meeting date:

- NHA's next board meeting scheduled for the last Wednesday of the month at 4pm, next meeting to be held on January 31st, 2018 at 4pm.
- No further business to come before the board a motion by Shelley Buma to adjourn the meeting at 4:28 pm seconded by John O'Brien.
- **Vote: Unanimous**