

**NORTHBRIDGE HOUSING AUTHORITY
12 COLONIAL DRIVE
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NORTHBRIDGE TOWN CLERK
DOREEN A. DEPRONE

**Rescheduled Meeting
Tuesday, May 14, 2019
12 Colonial Drive, Whitinsville, MA 01588
At 4:45 p.m.**

AGENDA:

1. **Roll Call**
2. Approval of Jan 30th, 2019 and March 6th, 2019 Board Meeting minutes (Board Vote).
3. Open Forum
4. Accounts Payable warrant with detailed check summary report. (Board Vote).
5. Fee Accountant end of month Statement per review.
6. Accounts Receivable Write off
7. Occupancy Report
8. Maintenance Report
9. Staffing report
10. DHCD Correspondence
 - a. CFA 5001 amendment 7, FY2021/FY2022 formula funding awards, CONTRACTOR AUTHORIZED SIGNATORY LISTING (Board Vote)
11. Old business
12. New Business
 - a) Computer backup policy
 - b) Payroll reporting policy
 - c) Personnel Policy
 - d) Regular Meeting times and day
 - e) NHA branding
 - f) Email updates
 - g) On-call info emergency updates
 - h) Certification of Compliance with Notification procedures for Federal and State Lead Paint Laws. (Board Vote)
 - i) Certification of Top 5 Compensation Form, Year End Financial Statements and Tenants Accounts Receivables Data. (Board Vote)
 - j) Fiscal Year End Certification of Preparer and Executive Director. (Board Vote)
13. Executive Session
 - a. Tina Myers correspondences

Next Board meeting: to be determined