

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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Regular Meeting of Northbridge Housing Authority

Place: Community Room
Date: Wednesday, May 25th, 2016
Time: 4.00 p.m.

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

Roll Call - Present:

John Shannahan
John O'Brien
Shelley Buma

Member's Absent

Others Present:

Tina T. Myers, Executive Director
Residents: Janet King
Other

Minutes:

- Motion by John O'Brien to open the meeting at 4:14 p.m. seconded by Shelley Buma
- March and May minutes will be approved in June's meeting
- **Vote: Unanimous**

Account Payables Warrant:

- Motion by John O'Brien to approve March 30th-May 25th accounts payable payments for \$61,133.32 seconded by Shelley Buma
- **Vote: Unanimous**

Correspondence/Executive Director report:

- Energy Audit performed at Colonial Drive on May 19th. Application for Lake Terrace/Sutton Street pending status.
- Updates on DHCD funding and project #216040 and #216045
- Bed Bug issue/Mice issue plan of action
- Bank of America required signature letter to close out account
- Upcoming Tenant's meeting hosted by the Public Health Advocacy Institute next meeting on 7/13/16 @ 10:30am
- Administrative position filled on 5/9/2016.
- Community Room at Colonial (sponsorship) presented to BOC
- Review of ED Sick time
- Practice of Painting contractor discussion

New Business

- Vacancies: 1 as of May 25th, 2016. (2 offline for handicap conversion.)
- Maintenance: Tools, Garage Cleanout

Board Meeting date:

- NHA's regular board meeting scheduled for the last Wednesday of the month, next meeting to be held on June 29th at 4pm.
- No further business to come before the board a: Motion by Shelley Buma to adjourn the meeting at 4:49 p.m. seconded by John O'Brien.
- **Vote: Unanimous**