

Northbridge Housing Authority
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Rescheduled Meeting of Northbridge Housing Authority

Place: Community Room at Colonial Drive
Date: August 30th, 2017
Time: 4:00 p.m.

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

Roll Call - Present:

John O'Brien
Shelley Buma
John Shannahan

Member's Absent

Kathleen Charbonneau

Others Present:

Tina T. Myers, Executive Director,

Meeting to order at 4:05 pm

Minutes:

- Motion by John O'Brien to accept the minutes of July 25th, 2017 seconded by Shelley Buma
Vote: Unanimous

Account Payables Warrant:

- Motion by John O'Brien to approve 07/26/2017-08/30/2017 accounts payable payments, seconded by Shelley Buma.
- End of month July 2017 Fee account statement.
- **Vote: Unanimous**

Approval of DHCD #216046 Certificate of Substantial Completion

- Motion by John O'Brien to accept, seconded by Shelley Buma
- **Vote: Unanimous**

Approval of DHCD #216040 Change Order #3:

- Motion by John O'Brien to accept, seconded by Shelley Buma
- **Vote: Unanimous**

New Business:

Provided updates on:

- a. DHCD #216040 (rehab apartments, 29 & 30)
- b. DHCD #216045 Sutton Street
- c. DHCD #216046

Vacancy:

1. 29 & 30 Lake Terrace Offline (under DHCD rehab project #216040).
2. No current vacancy.

Maintenance:

1. Preventative Maintenance plan.
2. CIP upcoming projects.

Correspondence from Guests/Executive Director report:

- Audit prep for 10/11/2017.
- CIP planning

Board Meeting date:

- NHA's next board meeting scheduled for the last Wednesday of the month at 4pm, next meeting to be held on September 27th, 2017 at 4pm.
- No further business to come before the board a motion by John O'Brien to adjourn the meeting at 4:33 pm seconded by Shelley Buma.
- **Vote: Unanimous**