

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

RECEIVED
16 SEP 12 AM 8:59

Regular Meeting of Northbridge Housing Authority

Place: Community Room at Colonial Drive
Date: Wednesday, September 7, 2016
Time: 4.00 p.m.

NORTHBRIDGE TOWN CLERK
DOUGLAS A. TORRES

Roll Call - Present:

John Shannahan
John O'Brien
Shelley Buma

Member's Absent

Others Present:

Tina T. Myers, Executive Director, Christina Simonian, Abraham Hekemian

Minutes:

- September 7, 2016, meeting moved to order by Mr. Shannahan at 4:04pm
- Motion by Shelley Buma to accept the minutes of July 27th, 2016, seconded by John O'Brien
Vote: Unanimous

Account Payables Warrant:

- Motion by John O'Brien to approve 7/27/2016-8/31/2016 accounts payable payments for \$30,293.80 seconded by Shelley Buma
- **Vote: Unanimous**

Board Approval for DHCD #216040 \$218, 900.00 and CFA change order \$115,090.00:

- Motion by John O'Brien seconded by Shelley Buma
- Motion to appoint John Shannahan as contract signee, motion by John O'Brien seconded by Shelley Buma. Awarding contract signed and remitted to DHCD.
- **Vote: Unanimous**

Correspondence/Executive Director report:

- DHCD project updates on #216040 and #216045.
- Vacancy reported.
- Heat Pump project meeting to award contractors and inspection on 9/12/16 starting bidding at 9:30am.
- Maintenance updates.
- Unibank itemized pet deposit opened on 8/31/16.
- Unibank sponsorship to open up account to document expenditures.
- Tenant, Christina Simonian presented letter of interest to serve on BOC for NHA.

Board Meeting date:

- NHA's regular board meeting scheduled for the last Wednesday of the month, next meeting to be held on September 28th at 4pm.
- No further business to come before the board a: Motion by Shelley Buma to adjourn the meeting at 4:35 p.m. seconded by John O'Brien.
- **Vote: Unanimous**