

**NORTHBRIDGE HOUSING AUTHORITY
12 COLONIAL DRIVE
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**Notice of Regular Meeting to be held on
Wednesday, January 25th, 2016
12 Colonial Drive, Whitinsville, MA 01588
At 11:00 a.m.**

AGENDA:

1. **Roll Call**
2. Approval of December 28th, 2016, Board Meeting minutes (Board Vote).
3. Accounts Payable warrant as of from dates: 12/28/16-01/25/17 (Board Vote).
4. Approval of Executive Director Contract (Board Vote).
5. Fee Accountant end of month Statement.
6. Board to sign off on Town of Northbridge 2017 Sexual Harassment Policy & Acknowledgement.
7. Approval of joint meeting with Town of Northbridge and Board of NHA Commissioners for December 5th, 2016 meeting at Town Hall. (Board Vote).

Old Business:

a. DHCD Project updates:

- b. #216040 (rehab units 29,30) Estimated completion: 02/19/16.
- c. #216045 (roof), put out to bid in December per DHCD.
- d. #216046 Emergency roofs at Colonial put out to bid in December per DHCD. Listed on Project Dog project code #816797 property walk-thru on January 11th, 2017 open bid until January 18th, 2017.

a. Vacancy:

1. 29 & 30 LT offline (under DHCD rehab project #216040).
2. 6A vacant as of January 31st, 2017.

b. Maintenance:

- a. Heat Pump project at Colonial Drive through RISE Engineering. work started 10/17/16-ongoing. Contractor to attend Board meeting to discuss scope of work.
- c. Snow removal meeting on January 11th, 2017, revamped and implemented new plan.

c. Executive Director Correspondence:

- a. New budget, for window sealant/bathroom fans/regrouting on tubs for Colonial/Lake Terr to be determined.
- b. Put in an application with RISE for new refrigerators for all apartments.
- c. Update on OBRA

7. **Next Board meeting: February 22, 2017 at 4 p.m.**