

NORTHBRIDGE HOUSING AUTHORITY
12 COLONIAL DRIVE
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Notice of Regular Meeting to be held on
Wednesday, February 22, 2016
12 Colonial Drive, Whitinsville, MA 01588
At 4:00 p.m.

RECEIVED TOWN CLERK
FEB 22 2016

AGENDA:

1. Roll Call
2. Approval of December 28th, 2016, Board Meeting minutes (Board Vote).
3. Accounts Payable warrant as of from dates: 12/28/16-02/22/17 (Board Vote).
4. Approval of Executive Director Contract (Board Vote).
5. Fee Accountant end of month Statement December and January.
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).
8. Lead Certification (Board signature)

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. Awaiting bid notification.

a. Vacancy:

1. 29 & 30 LT offline (under DHCD rehab project #216040).
2. 6A filled as of 2/8/2017.

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.
- b. Snow removal meeting on January 11th, 2017, revamped and implemented new plan.
- c. Sutton Street Inspection report walk thru on 2/6/2016
- d. Sutton Street insulation back entrance (part of DHCD #216045)

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
- d. Submitted Annual Report via Town of Northbridge.

7. Next Board meeting: March 29, 2017 at 4 p.m.