

**NORTHBRIDGE HOUSING AUTHORITY  
12 COLONIAL DRIVE  
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NORTHBRIDGE HOUSING AUTHORITY

**Notice of Regular Meeting to be held on  
Wednesday, March 29, 2017  
12 Colonial Drive, Whitinsville, MA 01588  
At 4:00 p.m.**

**AGENDA:**

**1. Roll Call**

2. Approval of February 22<sup>nd</sup>, 2017, Board Meeting minutes (Board Vote).
3. Accounts Payable warrant as of from dates: 02/22/17-03/29/17 (Board Vote).
4. Approval of DHCD Executive Director Contract (Board Vote).
5. Fee Accountant end of month Statement February 2017.
6. Presentation of budget and approval FY2018 (Board Vote).

**7. Old Business:**

- a. **DHCD Project updates:**
- b. #216040 (rehab units 29,30) Lake Terrace
- c. #216045 (roof) Sutton Street
- d. #216046 Emergency roofs at Colonial Drive.

**a. Vacancy:**

1. 29 & 30 LT offline (under DHCD rehab project #216040).
2. 4B vacant as of 04/01/17, to filled by 04/09/17.

**b. Maintenance:**

- a. Spring cleanup.
- b. Maintenance plan developing.
- c. Truck yearly inspection sticker to be completed by 04/15/17.

**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. Replacement of LED lighting throughout property per RISE Engineering. (Energy grant) at Lake Terrace, maintenance shop, and Interior common areas at Sutton Street.
- d. Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws 2017 (to be signed by Board).
- e. Discussion on Arborvitaes/fencing.
- f. CIP plan/postings.
- g. Parking stickers for residents to be implemented May 1<sup>st</sup>, 2017.

**8. Next Board meeting: April 26, 2017 at 4 p.m.**