

NORTHBOROUGH HOUSING AUTHORITY

EQUAL HOUSING OPPORTUNITY



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(508) 393-2408 FAX (508) 393-2747

REGULAR BOARD MEETING-January 8, 2020

Members Present: Rita Osborne
Rae Carlsen
Brad Newman
Andrew Dowd

Members Absent: Elaine Solomon

The meeting was called to order at 6:00 p.m. by motion made by Chairperson, Rita Osborne.

Minutes from the Regular Meeting held on December 4, 2019 were approved as presented by motion of Rae Carlsen, seconded by Rita Osborne and so voted.

Communications Received

Maintenance Reports for December 2019
Financial Reports for the Period Ending November 2019

Executive Director's Report:

- The NHA currently has one vacant 667-1 unit at Colonial Village.
- Work orders have been generated for the Heritage Village front entry renovations and a new kitchen for 96 Northgate.
- The 100% construction submittal are nearing completion for the maintenance garage.
- The Director has been busy with multiple tenant issues and court cases.
- The new fee accountant from Gordon/Griffin, James Griffin who will take over for Howie Gordon will be coming on January 24, 2020 to prepare the close out documents for fiscal year 2019.

Minutes page (2) 1.08.20

- A revision to the Capital Improvement Plan (CIP) is being prepared for submittal. The revision will allow for funding for the Rutland Road trees, electric door openers for the handicapped units at Heritage Village and a roll in shower for a unit at Colonial Village.

Approval of Payment of Bills

Disbursements for the month of January, checks # 11398 through #11431 were approved by motion made by Rae Carlsen, seconded by Andrew Dowd and so voted.

Other Business to Come Before the Meeting

The NHA regular board meeting will be held on February 5, 2020.



Lynne M. Trombley, Secretary Ex-Officio
