

NORTHBOROUGH HOUSING AUTHORITY

EQUAL HOUSING OPPORTUNITY



26 VILLAGE DRIVE
NORTHBOROUGH, MA 01532
(508) 393-2408 FAX (508) 393-2747

REGULAR BOARD MEETING- January 6, 2021 – Virtual Meeting

Members Present: Andrew Dowd
Rita Osborne
Rae Carlsen
Elaine Solomon

Members Absent: Brad Newman

Andrew Dowd, Town Clerk was the host of the Zoom Board Meeting for the Town of Northborough.

Rita Osborne, Chairman for the Northborough Housing Authority began by reading the following:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Housing Authority will be conducted via remote participation. No in-person attendance by members of the public will be permitted.

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

Minutes from the Regular Meeting held on December 2, 2021 were approved as presented by motion of Elaine Solomon, seconded by Rae Carlsen and unanimously approved by roll call of all.

Report of Executive Director:

- The Northborough Housing Authority (NHA) currently has one vacant 705 family unit on Crestwood Drive and one vacant 667 -1 unit at Colonial Village.
- The installation of the community room floor will take place next week at Colonial Village. The bathrooms, laundry room and kitchen are also included in this project.
- The contract of the Executive Director has been approved as written by the Department of Housing Community Development (DHCD). The contract remains in effect for a period of five years, ending on December 31, 2025.

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- The front entry modernization project at Colonial Village will begin as soon as the contractor receives his materials.
- A work order has been issued for DHCD Project # 215793 HVAC Overhaul at (167-01) 152 East Main Street. The goal of this project is to replace the Carrier (5 ton) systems in both the first and second floor mechanical rooms, the Mitsubishi Heat Pumps (along with piping possibly) located outside the building, and two hot water storage tanks located in the first-floor mechanical room. The existing units have been continuing to fail over the past several years.
- The kitchen renovation project will begin on Northgate Road. The contractor and architect are in the process of scheduling a time to go to the property and measure the existing cabinets.
- A motion was made by Andrew Dowd, seconded by Elaine Solomon and so voted to charge off \$660 from the NHA Aging Summary. This charge off is for uncollected rent from a 667-1 vacated tenant who abandoned the unit. The vote was unanimously approved by roll call of all.

Approval of Payment of Bills

Disbursements for the months of January, checks # 11761 through #11798 were approved by motion made by Rae Carlsen, seconded by Elaine Solomon and unanimously approve by roll call of all.

Other Business to Come Before the Meeting

With no other business to discuss, Rita Osborne motioned to adjourn at 6:30 p.m. The Next meeting of the NHA will be held on February 3, 2021.



Lynne M. Trombley, Secretary Ex-Officio

unanimously
approved
2/3/21

