

NORTHBOROUGH HOUSING AUTHORITY

EQUAL HOUSING OPPORTUNITY

26 VILLAGE DRIVE
NORTHBOROUGH, MA 01532
(508) 393-2408 FAX (508) 393-2747**February 3, 2021****REGULAR BOARD MEETING- ~~February 3, 2021~~ - Virtual Meeting**

Members Present: Andrew Dowd
 Rita Osborne
 Rae Carlsen
 Elaine Solomon
 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 January 6, 2021 were approved as presented by motion of Rae Carlsen, seconded by Elaine Solomon 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 Director filled out an application for Senior Affordable Housing Covid Vaccines which will be available through the Department of Housing & Community Development (DHCD). The Director will be partnering with the Northborough Board of Health to provide vaccines to residents and staff in senior housing. These vaccines will be available if the application is accepted and the supply allows when the Governor rolls out Group 2 Phase 2 of the vaccinating plan.

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- The Director provided each Board Member with a copy of the results from the NHA Agreed upon Procedures (AUP) for the period ending December 31, 2019. The report was discussed and Board Members were given the opportunity to ask questions.
- The Director presented The Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws, Certification of Top 5 Compensation Form and the Certification of Year End Financial Statements and Tenants Accounts Receivable Data for the fiscal year ending December 31, 2020. A motion was made by Andrew Dowd, seconded by Brad Newman and unanimously approved by roll call of all to approve all of the Budget Certifications as presented.

Board review and approval of capital projects and payments

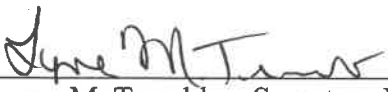
- The Director presented the Contract for Financial Assistance (CFA) 5001, Amendment #10 in the amount of \$156,551.00 for review and approval. This FY2024 Formula Funding award also extends the contract dates of service from June 30, 2023 to June 30, 2024. A motion was made by Brad Newman, seconded by Andrew Dowd and unanimously approved by roll call of all to approve the CFA award in the amount of \$156,551.00.
- An engineer has been assigned by DHCD to replace all of the emergency lights in the hallways of Colonial Village 667-1 housing.
- The contractor who is responsible for the 667-1 front entry modernization project is currently still waiting on delivery of windows.
- The maintenance garage project is over budget due to additional costs associated with the second floor bathroom and plumbing requirements. This has resulted in a delay in the approval of the final plans.
- The Director spoke with Rick Leif from the Northborough Affordable Housing Corporation (NAHC) about the possibility of building additional elderly/handicapped units on the vacant parcel of land at Colonial Village between buildings 10/12 and 14/16. A remote meeting was held with Paul McPartland from DHCD and he felt that it was a viable project and was in support of it. The Director will reach on to Mass Housing Partnership (MHP) to ask for financial assistance with a feasibility study. This study will be used to determine if the vacant land is appropriate for development, how many units could be created and to determine a cost estimate. Our hope is to use capital funding/grant money from DHCD and Community Preservation Funds (CPA) banked by the NAHC as funding to support the project.

Approval of Payment of Bills

Disbursements for the month of February, checks # 11799 through 11844 were approved by motion made by Rae Carlsen, seconded by Brad Newman and unanimously approved by roll call of all.

Other Business to Come Before the Meeting

With no other business to discuss, Rita Osborne motioned to adjourn at 7:05 p.m.



Lynne M. Trombley, Secretary Ex-Officio

Approved
virtually
2/7/21

