

NORTHBOROUGH HOUSING AUTHORITY

EQUAL HOUSING OPPORTUNITY

26 VILLAGE DRIVE
NORTHBOROUGH, MA 01532
(508) 393-2408 FAX (508) 393-2747**REGULAR BOARD MEETING- June 3, 2020 – Virtual Meeting**

Members Present: Andrew Dowd
Rita Osborne
Elaine Solomon
Rae Carlsen

Members Absent: Brad Newman

Andrew Dowd, Town Clerk was the host of the Zoom Board Meeting. Mr. Dowd 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 May 6, 2020 were approved as presented by motion of Elaine Solomon seconded by Andrew Dowd, yea Rita Osborne, yea Rae Carlsen.

Report of Executive Director:

- The Northborough Housing Authority (NHA) currently has one vacant unit at Colonial Village 667-1 and one vacant 705, 3 bedroom handicapped unit at Rutland Road.
- The Director presented a copy of the most recent CORI Policy for review and approval. A motion was made by Andrew Dowd, seconded by Elaine Solomon, yea Rae Carlsen, yea Rita Osborne to approve the CORI Policy as amended.
- The Director and her assistant Julie are back to working regular daily office hours. Maintenance staff installed plexi-glass on the split dutch office door for safety. In person meetings with tenants remain limited and masks are worn. The community room continues to remain closed for gatherings. Housing Court continues to remain closed until at least the end of August and eviction cases remain on hold.

Minutes page (2) 6.3.2020

- The Department of Housing & Community Development (DHCD) provided us with two large boxes of kn95 masks. They also gave us a limited supply of hand sanitizer, gloves and wipes which have proven to be very helpful during these times when supplies are in such high demand.
- The Director has been working on the Annual Plan for the Housing Authority. The plan will be posted on the NHA website for 45 days so that residents and the general public can review the plan and may submit public comments. There will be a public hearing scheduled at the start of our board meeting on September 2nd.
- The Director is waiting for start dates on the Heritage Village 667-2 front entry modernization project and the paving site improvements for various developments.
- The scope of work for the Colonial Village 667-1 front entry modernization project is nearing completion and it getting ready to go out to bid. The same architect who is working on this project is also working on the plans for the maintenance garage. He is currently waiting for drawings from both plumbing and civil engineers in order to move forward with finalizing the plans and putting it out to bid.

Board review and approval of capital projects and payments

- A motion was made by Andrew Dowd, seconded by Rae Carlson and approved by roll call of all to accept Mike's Construction Inc. as the lowest qualified bidder in the amount of 24,700.00. This is for the replacement of 3 roofs on the duplexes at Rutland Road, the other 3 roofs have been done already.

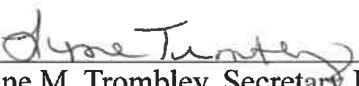
Approval of Payment of Bills

Disbursements for the months of June, checks # 11541 through #11600 were approved by motion made by Elaine Solomon, seconded by Andrew Dowd, yea Rae Carlsen and yea Rita Osborne.

Other Business to Come Before the Meeting

There will be no regular meeting held in July and a meeting in August will be determined at a later date.

With no other business to discuss, Rita Osborne motioned to adjourn at 7:00 p.m.



Lynne M. Trombley, Secretary Ex-Officio

Approved
virtually
9/2/20