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JUN 8 '17 PM 2:06

Town of Uxbridge

Regular Meeting

Cancellation

Posted by
Uxbridge
Town Clerk

Board or Commission: Uxbridge Housing Authority

Meeting Date: June 13, 2017 @ 4:00 PM

Place: Administration Building at Calumet Court

Authorized Signature: *John F. O'Brien*

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- I. Call to Order
 - II. Approval of the Minutes of the May 16, 2017 Meeting
 - III. Old Business
 - IV. New Business
 - Financial Report for period ended April 30, 2017
 - Review Expenditures and sign checks
 - Mass NAHRO Correspondence
 - DHCD Correspondence
 - Accept low bid for paving and approve contract- 86 high street
 - Accept low bid for roof and approve contract – administration building
 - RCAT update
 - Solar credit update
 - V. Resident Forum
 - VI. Executive Session – None
 - VII. Adjournment

Meeting Postings:

- * Except in an emergency, a public body must post notice of a meeting at least 48 hours in advance, excluding Saturdays, Sundays and legal holidays.
- * "Emergency" is a sudden, generally unexpected occurrence or set of circumstances demanding immediate action.
- * In an emergency, a public body shall post notice as soon as reasonably possible prior to a meeting.
- * Notice must include date, time and place of meeting.
- * Must include listing of topics the chair reasonably anticipates will be discussed at the meeting.
- * Topics must give enough specificity so that the public will understand what will be discussed.
- * Public Bodies are encouraged to update the notice when aware of new topic within the 48 hour period before the meeting.
- * Chairs should not post notices so far in advance that there is a high likelihood that new topics will arise, unless the chair updates the notice with any such new topics 48 hours in advance of the meeting.

Uxbridge Housing Authority

Calumet Court, P.O. Box 391

Uxbridge, MA 01569

508-278-3232

Richard Baker, Chairman
Alice Picard
Arthur Dubois

Patrick Fitzgerald
John O'Brien, Executive Director

March 14, 2017

Minutes of the Regular Meeting of the Uxbridge Housing Authority held on Tuesday, January 10, 2017 at 4:00 PM in the Administration Building located at Calumet Court, Uxbridge, MA.

Upon Roll call members present and absent were as follows:

Present: Richard Baker, Arthur Dubois, Alice Picard

Absent: Patrick Fitzgerald

Others: John O'Brien

Meeting was called to order at 4:00 pm

1) Minutes

Motion was made and seconded to approve the minutes of the February 16, 2017 meeting.

The board voted approval of said motion.

2) Financial

Checks were signed

Financial report for the period ended February 28, 2016 were reviewed

Motion was made and seconded to approve the Contract for Accounting Services with Fenton, Ewald and Associates for the FY 2017.

The board voted approval of said motion

3) DHCD Correspondence

The Performance Management Review has been completed. This is a trial year to allow DHCD and Housing Authorities develop a long term review process

Update on the election procedures for the tenant board member.

Budget for FY 2017 were approved.

4) Contract for Financial assistance.

Motion was made and seconded to approve the Amendment to the Contract for Financial Assistance with the Commonwealth of Massachusetts for FY 2019 for work plan 5001 by \$163,230.

The Board voted approval of said motion

5) Door update

Motion was made and seconded to approve the Certificate of Substantial Completion for work plan # 304036 as of March 17, 2017.

The board voted approval of said motion.

Motion was made and seconded to approve Change order #1 for work plan 304036 extending the completion date by 30 days.

The board voted approval of said motion.

Waiting for the doors to the Admin Building to come in, wrong size doors were delivered.

6) 689-1 windows and paving

Drawing will be completed in order to request prices for paving, status on the window project is unclear.

7) RCAT update

John noted he was appointed to the RCAT Advisory board and will be attending meetings in Leominster.

Working to develop a plan to complete the roof of the administration building as it was the only one not to be completed last year. Funding is from our operating reserves.

8) Solar Credits

Motion was made and seconded to enter into a contract with Blue Wave Energy to purchase electricity from their projects in Mendon and Saugus.

The board voted approval of said motion.

9) Adjourn

Motion was made and seconded to adjourn at 5:10 pm

The board voted approval of said motion.

10) Meeting Schedule

Next meeting – April 11, 2107

Copies of all reports and correspondence are on file at the Housing Authority Office.

Submitted _____

Date Approved _____

Attest _____