

NORTON HOUSING AUTHORITY MINUTES

APRIL 25, 2012

PRESENT: Bob Salvo, Fred Annas, Stan Medereios, Ralph Stefanelli

Meeting Started: 5:50 PM

Motion by Fred, 2nd by Stan, to have Ralph take minutes. Voted: unanimously

Copies of Personnel Policy handed to all members to review.

Discussion on date when Director will be leaving with Fred indicated Marge (Director) said her last day was to be May 3rd as she would be taking 5 weeks vacation and then resign on June 8th, 2012 leaving the Authority without a Director.

Fred made a motion to table this discussion to discuss the tractor. Stan seconded. The Board then tabled any further discussion, to take up business of a tractor & agreed to take it off the table when this business was completed. Voted: unanimously

Fred made a motion to void/rescind his motion to purchase a tractor at the April 17th meeting because new information and specs would allow the Authority to go from diesel gas to regular gas & save substantial money. Ralph seconded. Voted: unanimously

Fred made a motion to review and discuss bids submitted & to pick the lowest bid, so a properly authorized purchase may be made. Ralph seconded. Voted: unanimously. The bids submitted were for the same model XMark mower:

- | | |
|--------------------------------|-------------|
| 1. Nouveau Packaging and Power | \$10,249.00 |
| 2. Stewart Company | \$ 8,567.49 |
| 3. Wetherell Lawn & Garden | \$ 8,300.00 |

Motion by Fred to purchase from lowest bidder and submit bids to Marge for purchase.
Voted: unanimously

Fred motioned to remove from the table the discussion on selecting an Executive Director. Ralph seconded. The Board chooses as their choice the candidate Andrea L. Downey and requests that Fred prepare the paperwork to be forwarded to Boston for approval. Mr. Annas made a motion to vote on the Board's Choice of Candidate to be our new Executive Director of the Norton Housing Authority. That individual named Andrea L. Downey. The motion was seconded by Mr. Stefanelli and all were in favor. Roll Call 4-0 Voted: unanimously. The contract was then signed by Chairman Salvo, Treasurer Annas, and new Director Downey.

MEETING ADJOURNED 7:03 PM