



TOWN OF NORTON

Norton Housing Authority (Committee)

MINUTES

Date: July 9, 2013 Time: 6:00 PM

Location: Woodland Meadows – Community Room
120 West Main Street, Norton, MA 02766

Members & Staff Present: Robert Salvo, Steve Ceckowski, Ralph Stefanelli, James Dinsel & Andrea Downey

Members Not Present: 1 vacancy

The meeting was called to order at: 6:00 PM

Certificate of Final Completion – Parking Area 25' x 40' added between building L & K was installed and completed pursuant to job specifications. A motion was made to sign off on the Certificate of Final Completion by Mr. Ceckowski, seconded by Mr. Stefanelli; all in favor 4-0.

Certificate of Substantial Completion – Window modernization was completed for the initial 70 window project. However, a change order to the project added an additional 10 windows. A certificate of substantial completion was submitted by the contractor, Red Oak Remodeling for the balance of 95% of the total for the initial project. A motion was made to sign off on the certificate of substantial completion by Mr. Ceckowski, seconded by Mr. Stefanelli; all in favor 4-0.

Certificate of Substantial Completion – Concrete Walkways were completed, with a few repairs to be made. A holdback of \$2500.00 from the original contract price of \$16088.00 was determined by the board. A motion was made to sign off on certificate of substantial completion by Mr. Stefanelli, seconded by Mr. Ceckowski; board vote, 3-1.

Tub Wall Briefing – one of the CIP projects on deck is work on deteriorating tub walls. We discussed how to accommodate residents as their bathtub walls are repaired was discussed. It was decided that NHA would hold a vacant 1st floor unit open for use of displaced residents to shower. One exception is a disabled resident, and it was agreed to house her at a local hotel for the replacement of her more extensive tub project.

Generator – A letter was presented for the Boards approval to submit to DHCD requesting action on our generator project. The correspondence was approved by the board.

Meeting was adjourned at 6:55 PM until the next meeting on Tuesday, September 17th at 6:00 PM at 120 West Main St., Norton, MA 02766.

Respectfully submitted,

Minutes Approved by Committee on: 9/17/13
(Date)

Signatures:

Executive Director:

Andrea Downey

Chairman:

Robert Salvo