



MINUTES

TOWN OF NORTON

Norton Housing Authority

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2019 JUN 21 A 10:34

Meeting Date: June 6, 2019

Time: 4:30 PM

Meeting Location: Norton Housing Authority, 120 West Main Street, Norton, MA
Woodland Meadows Community Room

Members & Staff Present: Robert Salvo, Ralph Stefanelli, Marlu Briggs, Michael Young,

Members Not Present: _____

The meeting was called to order at 4:30 PM and adjourned at 5:05 PM

Sewer Project Easement: The Grant of Easement was reviewed by the board. VOTED: That the board hereby authorizes and approves the grant of easements as set forth in that certain Grant of Easements agreement between the Norton Housing Authority (NHA) and The Town of Norton, Massachusetts acting through its Board of Water and Sewer Commissioners in order to facilitate the construction, installation, maintenance, repair and replacement of a pump station, sewer line and related utilities on and under land owned by the NHA; and that the NHA's Executive Director, Andrea Downey, is authorized and empowered to execute, acknowledge and deliver said Grant of Easements. This motion was made by Mr. Stefanelli, seconded by Ms. Briggs; all in favor 4-0.

PHN 2019-13 Technical Assistance: The board reviewed the PHN and agreed, they are interested in exploring opportunities for elderly disabled housing with a motion by Mr. Stefanelli, seconded by Mr. Young; all in favor 4-0.

Copier Proposals: The board reviewed 3 proposals and the most advantageous was with 4 Xerox machines, 1 copier and 3 desktop printers from Conway Tech for a total quote of \$5047.50 for the machines and annual contract price of \$1044.00 with a motion by Mr. Stefanelli, seconded by Ms. Briggs; all in favor 4-0.

Municibid: The board agreed, that I should post the old copier on Municibid for sale with a motion by Mr. Young, seconded by Ms. Briggs; all in favor 4-0.

List of Documents and Other Exhibits used at Meeting:

- Minutes, Treasurers Report and Budget Revision
- All payments, agreements, documentation & policies

Minutes respectfully submitted by:

Minutes Approved by Committee on:

Chairman Signature:

Andrea Downey

Ralph Stefanelli

ACH