



TOWN OF NORTON

Norton Housing Authority
(Committee)

MINUTES

Date: August 27, 2013 Time: 6:00 PM

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

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

Members Not Present: Robert Salvo and 1 vacancy

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

Certificate of Final Completion – Windows Phase 2 for 70 windows is complete, including the change order of 10 windows. A request for final payment was made by the contractor in the amount of \$12,550.00. A motion was made by Mr. Ceckowski to remit final payment as presented pending DHCD approval, seconded by Mr. Dinsel; all in favor, 3-0.

Certificate of Final Completion – Concrete Sidewalks were completed, including repairs as required by the Board. John Grady, Staff Engineer at DHCD approved the repairs. A motion was made to remit final payment as presented by Mr. Ceckowski, seconded by Mr. Stefanelli; all in favor 2-1.

Executive Director Evaluations – Evaluations were turned in by Mr. Ceckowski and Mr. Dinsel and were placed in Andrea Downey's Personnel file.

Mosquito Spraying – Bristol County Mosquito Control Project offers a free spraying for mosquitos. I presented the information to the board requesting permission to spray for Mosquitos at the Woodland Meadows and Jacobs Way sites. A notice to residents would be posted with an approximate time for spraying which would give the Residents an opportunity to inform NHA if there is any concern with the treatment. A motion was made by Mr. Ceckowski to allow for spraying at both sites, with notice to residents, seconded by Mr. Stefanelli; all in favor 3-0

Tub Wall Renovation – The bid opening for this project was on August 7th. The renovation includes 7 tub wall units, 1 complete handicap roll-in shower and the possibility of 2 alternates, one of which is tub walls and one a handicap shower unit. The bid tabulation was presented to the board. Pending DHCD final approval, a motion was made to accept the low bidder at base bid \$60,200.00, and both alternates, #1 \$8400.00 and #2 \$6200.00, by Mr. Dinsel, seconded by Mr. Ceckowski; all in favor 3-0.

Meeting was adjourned at ⁴6:00 PM until the next meeting on Tuesday, at 6:00 PM at 120 West Main St., Norton, MA 02766.

Respectfully submitted,

Minutes Approved by Committee on:

(Date)

Signatures:

Executive Director:

Andrea Downey

Chairman:

Robert Salvo