



TOWN OF NORTON

Norton Housing Authority
(Committee)

MINUTES

Date: July 28, 2014 Time: 8:00 AM

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

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

Members Not Present:

The Special meeting was called to order at: 8:03 AM

Siding Payment Requisition 1: The first payment request was presented from Homer Construction in the amount of \$36,670.00. To date, the siding repairs have been completed. A motion to accept requisition #1 was made by Mr. Ceckowski, seconded by Ms. Briggs; all in favor 5-0.

Siding – 1 Additional Small Window: At our construction meeting just after our last board meeting I learned there was one additional small window repaired in the amount of \$1440.00, bringing the grand total for window repairs and the insect damaged window header to \$27,810.00. A motion was made by Mr. Dinsel, seconded by Mr. Ceckowski; all in favor 5-0.

Tablets for Board Members: Research was completed on a Lenovo A10-70 Tablet and Blue Tooth Keyboard. A motion was made to purchase this model and an extended one-year warranty using the RFCU debit card as presented by Mr. Ceckowski, seconded by Mr. Dinsel; all in favor 5-0.

Laptop for Community Use: Research was completed on the Asus model X551 laptop. A motion was made to purchase this model as presented and an extended one-year warranty, using the RFCU Debit Card as presented by Mr. Ceckowski, seconded by Mr. Dinsel; all in favor 5-0.

Color Printers: Research was completed on a Wireless Color Printer to allow easy access for residents in need of Social Security Award Letters required for Rent Re-determination on the HP Envy 5530. A motion was made to purchase two printers using the RFCU Debit Card as presented along with an extended one year warranty by Mr. Ceckowski, seconded by Mr. Dinsel; all in favor 5-0.

List of Documents:

Siding Requisition & Change Order

Quote Research on Tablets, Wireless keyboards, laptops, and printers.

Meeting was adjourned at 8:28 AM until the next meeting on Tuesday, August 19, 2014 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