



## **NORWICH HOUSING AUTHORITY**

10 Westwood Park  
Norwich, CT 06360

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**NORWICH HOUSING AUTHORITY  
REGULAR BOARD MEETING  
WESTWOOD PARK COMMUNITY ROOM  
10 WESTWOOD PARK, NORWICH, CT  
MARCH 13, 2019  
4:30 PM**

I. Roll Call

II. Minutes

A. Regular Meeting, February 13, 2019.

III. Communications

A. Financial Statements review with Teresa Ewald, Fenton, Ewald and Associates, P.C., 280 Hillside Avenue, Needham, MA.

B. Letter dated February 15, 2019 from Randy Shibilo, Pastor, Norwich Assembly of God regarding a proposal for a children's Vacation Bible School.

C. Memo dated March 6, 2019 from John Mainville, Modernization Coordinator, regarding the Rosewood Manor Ductless Split Heating and Cooling Project and Electrical Panel Upgrades.

D. Revised / Restated Affirmative Action Policy Statement.

E. Revised / Restated Fair Housing Policy Statement.

F. Revised / Restated Americans with Disabilities Act ("ADA") Notice.

G. Revised / Restated Americans with Disabilities Act ("ADA") Grievance Procedure.

H. Revised / Restated Equal Employment Opportunity and Non-Discrimination Policy.

I. Certification to Affirmatively Further Fair Housing—Exhibit—10.5 to be submitted with the State-Sponsored Housing Portfolio application for Sunset Park.

J. Letter from David Holmes, Capital Studio Architects, recommending PAC Group, LLC, to be the Construction Manager at Risk for the Sunset Park project. (To be distributed.)

#### IV. Report of the Executive Director

A. Bills – February 2019

B. Vacancy Report – March 1, 2019

C. Modernization Report

D. Section 8 Voucher Portfolio Report – March 1, 2019

E. Procurement Log

F. Other Items

#### V. Unfinished Business

#### VI. New Business

A. Resolution R-19-03-1469 regarding a pay increase for nonunion employees effective April 1, 2019.

B. Resolution R-19-03-1470 to approve a change order to install sixteen (16) additional ductless split heating and cooling units and electrical panel upgrades at Rosewood Manor.

C. Resolution R-19-03-1471 reaffirming / restating the Authority's Affirmative Action Policy Statement, Fair Housing Policy Statement, Americans with Disabilities Act Notice and Americans with Disabilities Act Grievance Procedure.

D. Resolution R-19-03-1472 reaffirming / restating the Authority's Equal Employment Opportunity and Non-Discrimination Policy.

E. Resolution R-19-03-1473 to file a grant application with the State of Connecticut Department of Housing and the Connecticut Housing Finance Authority relative to Sunset Park.

F. Resolution R-19-03-1474 to certify to a Fair Housing Action Plan for Sunset Park.

G. Resolution R-19-03-1475 to contract with the PAC Group, LLC, for preconstruction services and construction management services relative to renovation work at Sunset Park.

H. Resolution R-19-03-1476 to enter into agreements for On-Call Plumbing / HVAC Services, On-Call Electrician Services and On-Call Painting Services in accordance with the Authority's Procurement Policy.

I. Commission Members

J. Community Portion of Meeting

K. Other

#### VII. Executive Session

#### VIII. Adjournment