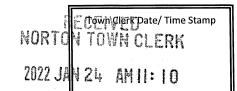


MINUTES

TOWN OF NORTON



Norton Housing Authority

Meeting Date:	December 21, 2021	Time	2: 4:00 PM
Meeting Location:	Norton Housing Authority, 120 West Main Street, Norton, MA Woodland Meadows Community Room		
Members & Staff Present:	Members & Staff Present: Ralph Stefanelli, Missie Saulsby, Charles Reynolds, James Dinsel, Paul Ruozzi Robert Salvo Sr.		
Members Not Present: _			
The meeting was called to o	rder at 4:04 PM	and adjourned at	5:25 PM

Meeting Motions / Actions and Summary of Discussions:

Treasurer's Report: The reports for October and November were reviewed and approved with a motion by James Dinsel and seconded by Charles Francis Reynolds III: all in favor 5-0. As presented

Executive Director's Report:

Timesheets: I worked an average of 32 hours weekly during the month of November. ED Timesheets signed and approved by board.

W/D Account: A deposit for \$907.18 was deposited into bank. Reviewed by Board MassNAHRO Information given on MassNahro News, and classes/certifications

Monthly Checks: Accounts payable register for the month of November was reviewed and approved as presented by Mr. Ruozzi and, seconded by Mr. Dinsel, all in favor 5-0.

Board: Next meeting date Tuesday January 18, 2022 @ 4pm. In our Community Room

CIP Project Update: was reviewed with no comment from the board.

Board Business: To notify board of all upcoming conferences with MASSNAHRO, & certifications.

Proposed FY22 Budget: Resigned by board with correct ED Salary and corrected dates.

New AC POLICY: Still in review by board

Space Heater Policy: Approved by board all in favor 5-0

Development of additional housing: Still being discussed and reviewed by DHCD.

List of Documents and Other Exhibits used at Meeting:

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

Minutes respectfully submitted by:

Missie Saulsby

Minutes Approved by Committee on:

Chairman Signature: