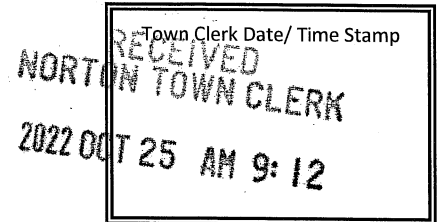




# MINUTES

## TOWN OF NORTON

### Norton Housing Authority



Meeting Date: September 28, 2022 Time: 4:00 PM

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

Members & Staff Present: Missie Saulsby, Charles Reynolds, Paul Ruozzi, Ralph Stefanelli, James Dinsel

Members Not Present: \_\_\_\_\_

The meeting was called to order at 4:06pm and adjourned at 5:42pm

#### *Meeting Motions / Actions and Summary of Discussions:*

**Treasurer's Report:** The reports July/August 2022 were reviewed and approved with a motion by James Dinsel, and seconded by Charlie F. Reynolds III.: all in favor 4-0. As presented

#### **Executive Director's Report:**

**Timesheets:** ED worked an average of 32 hours weekly during the month of July & August ED Timesheets signed and approved by board.

**Executive Director Contract:** Represented to board regarding ED personal time change- Board approved from 19.20 hours personal time to 25.6 hours personal time.

**W/D Account:** A deposit made on 08/11/22 for \$794.26 & 09/15/22 for \$854.25 was deposited into bank.  
Reviewed by Board

**MassNAHRO** Information given on MassNahro News, and classes/certifications. Fall conference November 13th-15th

**Monthly Checks/Rockland Acct:** Accounts payable register & Rockland Credit Union Statement for the month of August was reviewed and approved as presented by Mr. James Dinsel and seconded by Charlie F. Reynolds III, all in favor 4-0.

**Board:** Next meeting on 10/18/22- no further discussion

**CIP Project Update:** **Fish # 218074-** Was reviewed by board- and upon completion of punch list board will approve to move forward. Will rediscuss at next board meeting.

**Fish #218072-** JW (705) kitchen cabinet replacement – Waiting on materials

**Fish # 218082-** Decks to "N" Building and "M" Building – project going well with

Southeastern Vocational Tech School

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

**New Business:** Discussion of new board members in the future. Still open position on board.

- 1) Board Approved for the new John Deere Gator XUV835E purchase with plow and sander up to \$25K. Approved by James Dinsel & seconded by Paul Ruozzi, all in favor 4-0.
- 2) Discussion about purchasing a memorial bench in honor of 25 years of service on NHA Board "Robert Salvo Sr. and purchase a plaque for the maple tree that was purchased many years ago to represent the deceased residents of Norton Housing Authority

#### **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:

Chair: Ralph Stefanelli