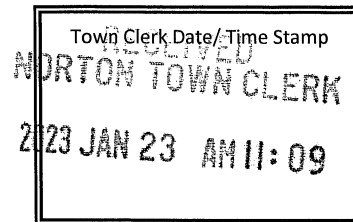


MINUTES

TOWN OF NORTON

Norton Housing Authority



Meeting Date: November 16, 2022 Time: 5:00 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 5:04pm and adjourned at 6:26pm

Meeting Motions / Actions and Summary of Discussions:

Treasurer's Report: The reports September/October 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

- Top Five Compensation Form Fiscal Year 2022, Reviewed with Gary DePace, CPA of NHA. Approved as presented by James Dinsel and seconded by Charlie Reynolds III, all in favor 4-0
- Fiscal Year 2022 End Approved and Reviewed by Board. Motion made by James Dinsel and seconded by Paul Ruozzi, all in favor 4-0
- Fiscal Year 2023 Annual Operating Budget, Gary DePace of NHA, Reviewed and approved by board, Motion made by James Dinsel and seconded by Paul Ruozzi, all in favor 4-0.
- ARPA contract reviewed and signed by board

Executive Director's Report:

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

Executive Director Contract: Board approved ED new salary of \$77,534.00 FY 10/01/22-09/30/23 reviewed and approved with a motion by James Dinsel and Seconded by Paul Ruozzi, all in favor 4-0

W/D Account: A deposit made on 11/10/22 of \$911.00 was deposited into bank.
Reviewed by Board

MassNAHRO Information given on MassNahro News, and classes/certifications.

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

Board: Next meeting on December 20, 2022

- Certification of compliance with Notification procedures for Federal & State Lead Paint Laws: Reviewed and approved by the board. Motion made by Charlie Reynolds III, and seconded by Paul Ruozzi. All in favor 4-0

CIP Project Update: Fish # 218074-All work has been completed- JW Development Wide Pavement Project.

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

Fish # 218082- Decks repairs are moving along.

New Business: Board approved to move forward with the purchase of the memorial bench for \$1,441.17.

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:

Ralph Stefanelli