



MINUTES

TOWN OF NORTON

Norton Housing Authority Board of Commissioners

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2023 MAR 27 AM 11:21
MAR 21 2023

Town Clerk Date/ Time Stamp

Meeting Date: **February 21, 2023** Time: **4:00 PM**
Meeting Location: **Norton Housing Authority, 120 West Main Street, Norton, MA
Woodland Meadows Community Room**
Members & Staff Present: **Missie Saulsby, Paul Ruozzi, Ralph Stefanelli, James Dinsel, Joann Collins**

Members Not Present: Charles Francis Reynolds III

The meeting was called to order at **4:06pm** and adjourned at **4:56pm**

Meeting Motions / Actions and Summary of Discussions:

Treasurer's Report: The reports January 2023 were reviewed and approved with a motion by James Dinsel, and seconded by Mr. Joann Collins.:all in favor 4-0. As presented

Executive Director's Report:

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

W/D Account: A deposit made on 01/26/2023 of \$686.00 & \$140.00 was deposited into Rockland Federal Bank. Reviewed by Board

MassNAHRO Information given on MassNahro News, and classes/certifications. Spring Conference in April 2023.

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

Board: Approval of Memorial Plaque (picture given and plaque shown to board) Paid \$1020.00- was put into fixed assets in PHA.

CIP Project Update:

Fish #218072- JW (705) kitchen cabinet replacement – Certificate of Final Completion, was discussed and approved as presented by James Dinsel & seconded by Paul Ruozzi, All in favor 4-0
CFC signed by Ralph Stefanelli, Vice-Chair.

Fish # 218086- Decks to "K" Building and "J" Building – project going well with Southeastern Vocational Tech School

- Discussed upcoming projects at Jacobs Way

Board Business: Bank Accounts for Bluestone & Rockland Federal Credit Union, Paperwork was updated to add our new board member Joann Collins. All signatures and photo identification were completed.

New Business: Discussion of Housing Production for Norton Housing Authority- Met with Representative Jay Barrows, Meeting with HUD and upcoming meeting with MassHousing. Expression of Interest was submitted to Community One Stop. Materials regarding housing Crisis in MA, was handed to board.

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