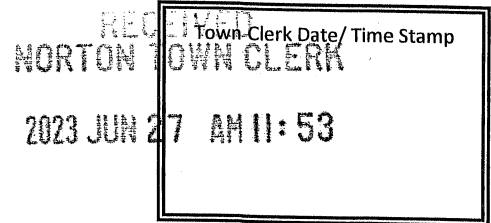




# MINUTES

## TOWN OF NORTON

### Norton Housing Authority Board of Commissioners



Meeting Date: **May 16, 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, Ralph Stefanelli, Charles Francis Reynolds III, Joann Collins, James  
Dinsel-----**

Members Not Present: Paul Ruozzi

The meeting was called to order at **4:10pm** and adjourned at **4:54pm**

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

**Minutes:** Minutes reviewed and approved for April 18, 2023 board meeting. Motion made by Ralph Stefanelli and seconded by Ms. Joann Collins.: all in favor 4-0. As presented

**Treasurer's Report:** The reports for April 2023 were reviewed and approved with a motion by James Dinsel and seconded by Mr. Charles Reynolds.: all in favor 4-0. As presented

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

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

**W/D Account:** A deposit made on 04/13/2023 of \$314.00 & 05/11/23 of \$427.25 was deposited into Rockland Federal Bank. Reviewed and approved. Motion made by Ralph Stefanelli, and seconded by James Dinsel.

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

**Monthly Checks/Rockland Acct:** Warrant Report reviewed and approved by board. Motion made by Ralph Stefanelli & seconded by Ms. Joann Collins.

Rockland Credit Union Statement for the month of April was reviewed and approved as presented by Charlie Reynolds III and seconded by Ralph Stefanelli, all in favor 4-0.

#### **CIP Project Update:**

- **Fish # 218086-** Decks – Completion date is scheduled for 06/01/2023
- **Fish # 2180874-** Jacobs Way Front Septic System: Board reviewed and approved the work order for ARPA FF: Front Septic System 705-1. Motion made by Ralph Stefanelli, and seconded by James Dinsel, all in favor 4-0.
- Jacobs Way Bathroom Vanities waiting for bid to go out. - no changes since April board meeting
- **Annual Plan scheduled for 06/20/2023 @ 4:00PM.**

**Board Business:** Discussion of Housing Production for Norton Housing Authority – Donation of 2010 Club Car Precedent to Dighton Housing Authority on 05/02/2023. Board approved Bench from Masscor arrived on 05/16/2023- Planning Bench dedication & Memorial Ceremony for past board members and to Robert Salvo Sr.

**New Business:** Talked about Housing Production: To secure proper percentage favoring the Town of Norton residents.

#### **List of Documents and Other Exhibits used at Meeting:**

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

Minutes respectfully submitted by:

Minutes Approved by Committee on:

Chairman Signature:

**Missie Saulsby**

*Ralph Stefanelli*