



# MINUTES

## TOWN OF NORTON

Town Clerk Date/ Time Stamp

Board/ Committee: **Norton Housing Authority**

Meeting Date: **August 29, 2017**

Time: **8:30 AM**

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

Members & Staff Present: **Robert Salvo, Marlu Briggs, Michael Young**

Members Not Present: **Ralph Stefanelli**

**8:30 AM**

**8:41 AM**

The meeting was called to order at and adjourned at

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

**CIP 2017-2018 Plan:** The board reviewed the plan as presented. The CIP Plan FY 2017/2018 was approved with a motion by Mr. Young, seconded by Ms. Briggs; all in favor 3-0.

**CDBG-DR Requisition 2:** The board discussed the approval of requisitions by the executive director and agreed this would increase fluidity of the payment process to the contractor. Requisition can be approved by the executive director for the CDBG-DR project, once approved by the engineer. A motion was made by Mr. Salvo, seconded by Mr. Young; all in favor 30-0.

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

- Minutes, Treasurers Report and Budget Revision
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Minutes respectfully submitted by: **Andrea Downey**

Minutes Approved by Committee on:

Chairman Signature: