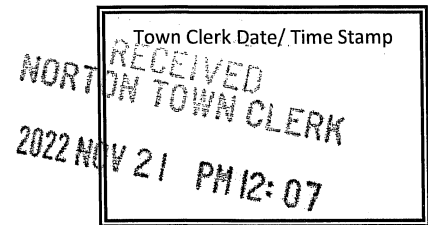




# MINUTES

## TOWN OF NORTON

### Norton Housing Authority



Meeting Date: October 18, 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 4:00pm and adjourned at 4:43pm

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

**Treasurer's Report:** No Treasurer Report – End of year and new budget – all treasurer information will be provided at next meeting date 11/15/2022.

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

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

**Executive Director Contract:** Board signatures witnessed and sealed

**W/D Account:** A deposit made on 10/18/2022 of \$540.00 was deposited into bank and 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 September was reviewed and approved as presented by Mr. Ralph Stefanelli and seconded by Charlie F. Reynolds III, all in favor 4-0.

**Board Business:** Next meeting on 11/15/2022 @ 4pm –

- Purchase Information John Deere Gator XUV835E provided to board for the amount of \$24, 904.42.
- Memorial Bench/Plaque and Plaque to be priced out and presented to the board next month.

**CIP Project Update:** **Fish # 218074-** Punchlist was completed- Board reviewed and approved Certificate of Completion, signed by Ralph Stefanelli, motion as presented by Paul Ruozzi and seconded by Charlie Reynolds, all in favor 4-0

**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

**New Business:** No New business

#### **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