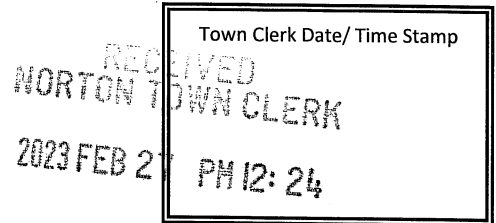




MINUTES

TOWN OF NORTON

Norton Housing Authority Board of Commissioners



Meeting Date: **January 17, 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, Charles Reynolds, Paul Ruozzi, Ralph Stefanelli, James Dinsel,
Joann Collins**

Members Not Present: _____

The meeting was called to order at **4:08pm** and adjourned at **5:28pm**

Meeting Motions / Actions and Summary of Discussions:

Treasurer's Report: The reports November 2022 & December 2022 were reviewed and approved with a motion by Charlie F. Reynolds III, and seconded by Mr. James Dinsel.: all in favor 4-0. As presented

Executive Director's Report:

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

W/D Account: A deposit made on 12/22/22 of \$957.50 was deposited into 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 November & December was reviewed and approved as presented by Paul Ruozzi and seconded by Mr. Charlie Reynolds III, all in favor 4-0.

Board: Approval of Memorial Plaque for Maple Tree 9x12: all in favor 4-0

CIP Project Update:

Fish #218072- JW (705) kitchen cabinet replacement – All completed- Punchlist and Inspection done (Pictures were enclosed)

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

Board Business: To notify board of all upcoming conferences with MASSNAHRO, & certifications.

DHCD approved Grant Waiver from Requirement that Town Appoint a Tenant Board Member: Expires 09/13/2023.

Discussed Fair Market Rent and a total of 12,071 applicants applied to Norton Housing Authority.

Discussed need for more low-income housing in Norton.

New Business: Requested and approved by board to move forward with mission statement to DHCD/HUD regarding funds available to NHA to build out front & Discussion of Pet Policy and addressing aggressive dogs.

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