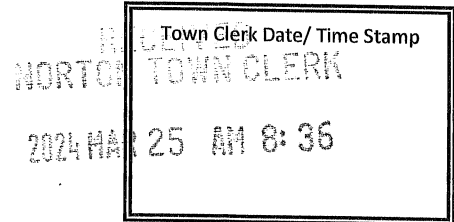




MINUTES

TOWN OF NORTON

Norton Housing Authority Board of Commissioners



Meeting Date: **February 20, 2024** 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, Joann Collins, Elizabeth Dahl, Ralph Stefanelli**

Members Not Present:

The meeting was called to order at **4:07 pm** and adjourned at **5:29 pm**

Meeting Motions / Actions and Summary of Discussions:

Treasurer's Report: The reports for January 2024 were reviewed and approved with a motion by Paul Ruozzi and seconded by 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 were reviewed and approved. Motion made by Ralph Stefanelli and seconded by Paul Ruozzi, All in favor 4-0

W/D Account: A deposit made of \$993.75 for the month of was deposited into bank. Reviewed by board motion made by Joann Collins and seconded by Paul Ruozzi. All in favor 4-0

MassNAHRO To notify board of all upcoming conferences with MASSNAHRO, & certifications Information given on MassNahro News, and classes/certifications

- LHA Mandatory Board Member Training Update - must be completed by 10/30/24.

Monthly Checks/Rockland Acct: Accounts payable register & Rockland Credit Union Statement for the month of January 2024 was reviewed and approved as presented by Ralph Stefanelli and seconded by Joann Collins, all in favor 4-0.

New Board Business: N/A

CIP Project Update: Upcoming Fish projects: Bathroom Vanity/Septic System/siding replacement/land development consultant/ exterior pole lightening. Were reviewed by the board

Housing Production Plan: Discussion meeting with Massachusetts Housing Partnership Laura Shufelt and Carsten Snow-Eikelberg. Went through Wetland Survey Map Due Diligence- by Bohler Engineering.

Other Business, Topics not reasonably anticipated 48 hours in advance.: **N/A**

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: