

Minutes of the  
WEST BRIDGEWATER HOUSING AUTHORITY  
7 Esther Drive  
West Bridgewater, MA 02379  
Tuesday, July 9, 2024 @ 6:00 pm

A Regular Meeting of the West Bridgewater Housing Authority was held on Tuesday, July 9, 2024 at 6:00 pm in the Community Room at West Bridgewater Housing Authority, 7 Esther Drive, West Bridgewater, MA, 02379.

**Members Present:**

Paula Bunker, Chairman  
John Cruz, Treasurer  
Ray Rogers, Vice Chairman  
Dennis Packard, Member  
Diane Perry, Member

**Members Absent:**

**Others Present:**

Betty Gibbons, Executive Director

Call Meeting to Order at 6:01 pm. Operation under the authority of MGL chapter 111

**New Business:**

Motion by Ray Rogers and seconded by Diane Perry to approve the minutes of the Regular Meeting held on June 11, 2024. So, Voted.

Review and approve the bills paid through July 9, 2024. Motion made by John Cruz to approve the payment of the bills paid through July 9, 2024. Seconded by Diane Perry. So, Voted

Review and approve the Accountants Report for the financial statement for the period ending May 31, 2024. The report shows that reserves are currently 51.69%. This reserve is currently above DHCD Operational Guidance threshold of 35%. Motion made by John Cruz to approve the accountants report. Seconded by Diane Perry. So, Voted.

Board to review and vote on the Personnel Policy and the following attachments:

Sexual Harassment Policy, Drug/Alcohol Free Work Place Policy, Code of Conduct Policy  
Overtime Policy, Compensation Policy

Motion made by Diane Perry to approve the Personnel Policy & attachments. Seconded by Dennis Packard. So, Voted.

Board to review and vote on the West Bridgewater Housing Authority Mission Statement. Motion made by Diane Perry to approve the Mission Statement. Seconded by Dennis Packard. So, Voted.

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Board to review and acknowledged PHN Notice 2024-09 Local Housing Authority Housing NOW Program  
Motion made by Diane Perry to acknowledge PHN Notice 2024-09. Seconded by Dennis Packard. So, acknowledged.

**Executive Director's Report**

**Maintenance Report**

Monthly Maintenance Report

**Adjourn:**

Motion made by Ray Rogers to adjourn the meeting at 6:10 pm. Seconded by Diane Perry. So, Voted.