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ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, October 17, 2000, 4:30 PM at 68 Windsor Avenue,
Acton, MA

Attendance: Claire Kostro, Diane Poulos Harpell, Joseph Nagle, Jean Schoch, Dennis Sullivan. Naomi McManus/Acton Housing Authority

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 4:30 PM.
- 2). Claire Kostro moved to approve the minutes of the Regular Meeting of 9/12/00. Dennis Sullivan seconded the motion and all members voted to approve.
- 3). Board approval of Voucher # 192 in the amount of \$151,144.90 was deferred until the next Regular Meeting as there was a question regarding the payment of \$69.90 to horsebarn. Ms. McManus believed the item was for a part that would extend a ladder.
- 4). Executive Director's Report
 - A). The Executive Director reviewed with the Board the resumes she had received for the vacant maintenance position. Ms. McManus has scheduled personal interviews with four (4) individuals interested in the position. After the initial interview she will invite the final candidates to meet with a member of the Board and a representative of the tenant.
 - B). The Department of Housing & Community Development has informed the Authority that they must request proposals for a Lease of Rooftop Space for Russian Cable. The proposals are due December 4, 2000 at 2:00PM.
 - C). Board informed that an unemployment claim had been filed by the past maintenance person who recently was asked to leave. To date the Executive Director has not received notice that the claim was valid.
 - D). Discussion followed regarding the new homeownership program being offered by HUD in which a Section 8 Voucher holder would use subsidy monies to buy a home. The Executive Director expressed concern that not all the problems have been worked out by HUD and stated that in another year or two the Authority might consider the program.
 - E). Board informed that the formal agreement between the Authority and a 705 tenant at McCarthy Village to date has not been signed. The Authority's lawyer has been in contact with the tenant's lawyer.
 - F). When the Authority opened it's Section 8 Housing Choice Voucher list for one (1) week, 398 applicants applied.

G). HUD has formally notified the Authority that it has received funding for the Authority's Family Self Sufficiency Coordinator for the upcoming year.

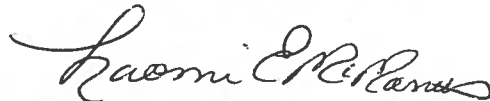
H). Discussion followed regarding the amendment to Acton's Special Permit issued the developers of the Assisted Living Project scheduled to be constructed on the old Wicks site. The Town is going to asked the developer for nine (9) rental units instead of the three (3) currently being proposed by the developer.

I). The Executive Director has hired an independent rug contractor to install carpets in four (4) of the Authority's conventional units. The Executive Director informed the Board that the price for material and installation was less then the dealer the Authority previously used. It was also noted several of the surrounding Authority used the new carpet dealer.

J). The Executive Director discussed with the Board the need to purchase a new commercial vacuum. The Executive Director expressed concern with incurring additional expense at this time due to the number of units that had required complete rehab. She will check with the Authority's Fee Accountant on the current status of the operating budget.

5). The Regular Meeting adjourned at 5:45 PM. The next Regular Meeting was scheduled for November 21, 2000.

Respectfully submitted,



Naomi E. McManus
Executive Director