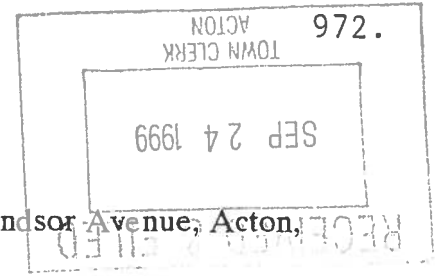


ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, May 17, 1999, 7:30 pm at 68 Windsor Avenue, Acton, MA



Present: Dean Cavaretta, Diane Poulos Harpell, Joseph Nagle, Jean Schoch. Naomi McManus/Acton Housing Authority

Absent: Claire Kostro

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). Diane Poulos Harpell moved that the minutes of the Regular Meeting of May 3, 1999 be approved as amended. Dean Cavaretta seconded the motion and all members voted in favor.
- 3). Approval of Voucher # 175 was deferred until the next Regular Meeting.
- 4). Executive Director's Report
 - A). Based on the recommendation of the Executive Director, Diane Poulos Harpell moved to authorize the Acton Housing Authority's (AHA) Executive Director to submit an application to HUD for 75 Mainstream Section 8 Vouchers to house persons with disabilities. Dean Cavaretta seconded the motion and all members voted to approve.
 - B). Board discussed the bids for pest control services which have been received to date. The Executive Director will make a final report at the next Regular Meeting.
 - C). Board was informed that Colonial Pines Condominium has reduced their annual condo fees for the upcoming year.
 - D). The Lease Addendum which required an increase of fire insurance coverage for Eliot House has been signed by all parties.
 - E). The Suburban Manor Rehabilitation Center's workshop was not attended by any of the elderly living at Windsor Green. Suburban Manor has decided maybe the response would be better if they held a cookout at the site for the elderly.
 - F). The Children's Discovery Museum has donated six (6) Camperships for the children housed by the Acton Housing Authority.
 - G). The Executive Director has been meeting with representatives of the Acton/Boxboro/Stow Clergy Council to explore how the clergy could best assist families at risk become self sufficient.

H). A professional Job Trainer has donated her time to assist one AHA client on how to better prepare themselves for success in securing employment.

I). The eight (8) members of the Acton/Boxboro Senior class who volunteered their time in Windsor Green and McCarthy Village spring cleanup did a superb job. A letter expressing the Board and staff's appreciation was sent to their Class Advisor.

J). Board Members were reminded to contact the AHA's office if they wished to attend NAHRO's Annual Meeting at Sea Crest, May 23 thru May 26, 1999.

K). The Executive Director explained that her response letter to the Department of Housing and Community Development's Boast will be available at the next Regular Board Meeting.

4). The Regular Meeting adjourned at 8:45 pm. Next regular Meeting was scheduled for June 7, 1999.

Respectfully submitted,

A handwritten signature in cursive script, reading "Naomi E. McManus". The signature is written in black ink and is positioned above the printed name and title.

Naomi E. McManus
Executive Director