

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of April 20, 2004, 4:30 PM at 68 Windsor Avenue, Acton, MA.

Attendance: Erin Bettez, Jean Schoch, Dennis Sullivan, Bob Whittlesey. Naomi McManus/Acton Housing Authority
Absent: Joseph Nagle

- 1). Jean Schoch, Vice Chairman, called the Regular Meeting to order at 4:30 PM.
- 2). Dennis Sullivan moved to approve the Voucher #234 in the amount of \$247,172.03 and Erin Bettez seconded the motion. All members voted in favor. Erin Bettez moved to approve Voucher # 235 in the amount of \$259,351.44 and Bob Whittlesey seconded the motion. All members voted in favor.
- 3). Executive Director's Report
 - A). Board was informed that a previous 705 Family tenant had asked the Court to instruct the Authority to release her remaining State Escrow monies. The Court upheld the Authority's decision that due to the Escrow Regulations the Authority was unable to release the remaining amount.
 - B). Board reviewed Senator Kennedy's reply letter supporting the Authority's position that HUD should not reduce the budget for the Section 8 Voucher Program.
 - C). Colonial Pines' Annual Condominium meeting is scheduled for April 27, 2004 at 3:00 PM.
 - D). The Executive Director has submitted application for Non-Profit Directors & Officers Liability Insurance.
 - E). Board Members were reminded if they were interested in attending NAHRO's Annual Sea Crest convention, May 23, 24, and 25th to contact the Authority's office.
 - F). It is anticipated that Windsor Green's parking lot will be paved April 20th. The installation of the lighting should be completed by the middle to end of May.
 - G). Board was informed of A/B United Way's fund raising event to be held May 8, 2004 at 8:00 PM in which Dr. Steger will perform.
- 4). Old Business
 - A). The Board reviewed the Acton Selectmen's letter requesting the Authority to send a letter supporting the Selectmen's proposal to have the fiduciary audit firm report sent directly to the Middlesex Retirement System's Advisory Council as

well supporting the Retirement System creating a Board of Directors composing of equal components of employees representatives and management representatives.

B). The Executive Director has submitted an RFP to the Department of Housing and Community Development for their review of RFP to authorize the Authority's purchasing of two (2) continuums under M.G.L. 30B.

5). New Business

A). Based on the Executive Director's recommendation Bob Whittlesey moved to approve the transfer of \$2000 from the Section administrative monies to the fund the budget shortfall of the Parent Aide Mentors Program. Erin Bettez seconded the motion and all members voted in favor of the motion.

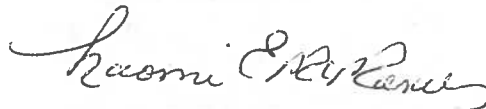
B). The following names were placed in nomination for officer's position of the Board of commissioners:

Joseph Nagle, Chairman
Jean Schoch, Vice Chairman
Secretary, Bob Whittlesey
Treasurer, Dennis Sullivan
Member, Erin Bettez

The Secretary cast one vote for the nomination slate approving the Slate of Officers.

6). Regular Meeting adjourned at 6:00 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director