

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of June 29, 2004, 7:00 PM at 68 Windsor Avenue,
Acton, MA.

Attendance: Jean Schoch, Dennis Sullivan, Bob Whittlesey. Naomi McManus/Acton Housing Authority
Absent: Joseph Nagle
Guest: Kenneth Sghia-Hughes

- 1). Jean Schoch, Vice Chairman, called the Regular Meeting to order at 7:00 PM.
- 2). Dennis Sullivan moved to approve the amended minutes of the Regular Meeting of June 1, 2004. Bob Whittlesey seconded the motion and all members voted to approve.
- 3). Bob Whittlesey moved to approve Voucher # 237 in the amount of \$279,018.86. Dennis Sullivan seconded the motion and all members voted to approve.
- 4). Executive Director's Report
 - A). A neighbor living next to Eliot House has concerns regarding the number of times the Acton police and fire department have been called to Eliot House during the past month. The Director assured the neighbor that the emergencies were not a safety matter but a medical issue involving one of the clients.
 - B). The Executive Director updated the Board Members on the status of the proposed rental development, Woodland at Laurel Hills. Currently the developers are proposing a 296 rental development, with one-bedroom and two-bedroom units equally dispersed throughout. Twenty-five percent of the units will be affordable and will be rented to income eligible households. It is located at 80-82 Nagog Park on a 20+ acre parcel of land that will utilize a private treatment plant for wastewater disposal. It is proposed to have eleven three-store buildings and a 3200 square foot clubhouse. The proposed amenities will include a fitness center, theatre, business center and pool.
 - C). Middlesex Retirement Board
The Executive Director has sent a letter to the Middlesex Retirement Board informing them the Acton Housing Authority does not have any Collective Bargaining Agreements and the Executive Director is the only employee with an Employment Contract.
 - D). Thank You Note
The Board reviewed a thank you note from one of the residents at Windsor Green thanking them and acknowledging the "extra miles" the Authority had gone to get the additional parking lot built.

5). Old Business

A). Parent Aide Mentor Program

Due to the anticipated budgetary cuts in the Federal Section 8 Voucher Program, the Executive Director has had to terminate the program effective June 30, 2004. In the past the Section 8 Program has provided additional monies to cover budget shortfalls in the operation of the program. The United Way was notified that the Authority's application for program funding for the upcoming year has been withdrawn.

B). Board reviewed the General Contractor's Evaluation form which was completed by the Director. The members agreed with the evaluation and expressed their positive opinions on Windsor Green's additional parking lot.

C). Board reviewed the Executive Director's letter to the Acton Selectmen requesting that they appoint Kenneth Sghia-Hughes to fill the vacated seat of Erin Bettez until the next annual Town election.

D). Three bedroom unit at Crossroads

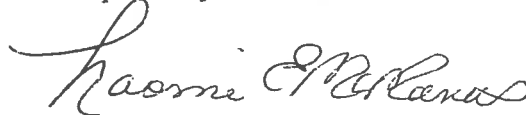
The Director informed the Board that Town Counsel had sent a letter to the Department of Revenue requesting an opinion as to whether the Acton Housing Authority was eligible to receive Community Preservation monies for the purchase of units.

E). Section 8 Voucher Program

The issue of adequate funding provided by HUD remains a great concern. To date the Authority has not received any information from HUD on their Formal Appeal to correct the data that is in HUD's computer system regarding the actual subsidy the Authority needs to continue its subsidy program at its current level.

6). Regular Meeting adjourned at 8:30 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director