

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, January 7, 2003, 4:00 PM at 68 Windsor Avenue, Acton, MA.

Attendance: James Eldridge, Claire Kostro, Joseph Nagle, Jean Schoch, Dennis Sullivan, Naomi McManus/Acton Housing Authority (AHA)

- 1). James Eldridge, Chairman, called the Regular Meeting to order at 4:00 PM.
- 2). Jean Schoch moved to approve the minutes of the Regular Meetings of October 22, 2002, November 19, 2002 and December 3, 2002. James Eldridge seconded the motion and all members voted to approve.
- 3). Joseph Nagle moved to approve Voucher #218 in the amount of \$240,396.75 and Voucher #219 in the amount of \$237,850.69. James Eldridge seconded the motion and all members voted in favor.
- 4). Executive Director's Report
 - A). The Board reviewed and approved the Executive Director's Annual Report for 2002 as submitted.
 - B). The Authority's Inspection Service (PHI) has notified the AHA that they have increased the inspection fee per unit to \$38.00, a \$3.00 increase due to the new inspection forms required by HUD.
 - C). Dennis Sullivan moved to approve that the Authority participation in the Section 8 Centralized Waiting List which was opened January 6, 2003. James Eldridge seconded the motion and all members voted in favor.
 - D). The Board was advised the repair cost for the underground broken wire at a family unit at McCarthy Village was \$1300.00 for the road excavating and repaving and \$985.00 for the electrical reconnection of the service.
 - E). The Eliot House's neighbor contacted the AHA and expressed his appreciation for the fence that was recently installed by Eliot Community Mental Health and the Authority.
 - F). Joseph Nagle moved to approve the use of Section 8 Administrative monies to cover any State budget shortfall for the purchase of two (2) washing machines and two (2) stackable dryers for the elderly complex located at McCarthy Village. Jean Schoch seconded the motion and all members voted to approve.
- 5). Old Business

Board reviewed the final concept plans that had been negotiated with the Windsor Green abutter for the expansion of a parking lot. The Executive Director informed the Board that the plan had been approved by the Department of Housing &

Community Development (DHCD) and that the abutter who filed an Appeal in Superior Court has signed a 30 day extension to the various stages of litigation's deadlines, the first which was originally due in Superior Court on 1/12/03.

6). New Business

A). Inn at Robbins Brook

The Acton Selectmen's Public Hearing for a Phase II of The Inn at Robbins Brook to construct 45 additional homes for purchase will be held January 13, 2003. The Board reviewed and approved the Executive Director's letter to the Selectmen requesting that 4 or 5 of the homes be set aside for Affordable Housing.

B). Joseph Nagle moved to approve the two (2) year contract for the Authority's Fee Accountant. Dennis Sullivan seconded the motion and all members voted to approve.

C). The Board discussed the Town's ongoing problems with the Middlesex Retirement Systems. The Board supported the Town's efforts through Legislation to increase their participation/overseeing of the operation of the Retirement Board. It was felt that the Legislators would need to understand the issues in order for them to support the passage of the Special Legislation. The AHA Board questioned how the Town would establish that pension assets and liabilities will be determined as they are attributable to each individual member community and district, and provide that member communities and districts will have both the responsibility and the ability to fund the pension liability that is attributable to each member community and district on an individual basis was discussed.

D). The Board was informed that the Authority received a \$7,100 grant from DHCD to develop a Capital Improvement Plan for its State housing units.

E). James Eldridge moved to approve the transfer of \$1000 from the Section 8 Administrative fees to cover the budget shortfall for the Authority's Parent Aide Mentor Program. Jean Schoch seconded the motion and all members voted to approve.

7). Claire Kostro submitted her letter of resignation as the State Appointee to the Board of Commissioners effective January 2, 2003. The Board thanked her for her many years of service to the Authority.

8). The Regular Meeting adjourned at 6:00 PM. The next Regular Meeting was scheduled for February 4, 2003 at 4:00 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director