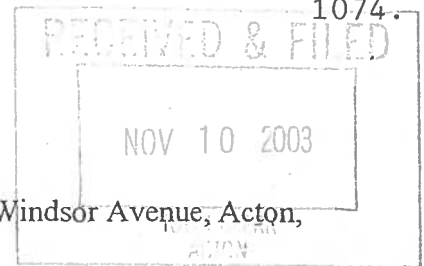


ACTON HOUSING AUTHORITY



Minutes of the Regular Meeting, June 17, 2003, 4:30 PM at 68 Windsor Avenue, Acton, MA.

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

- 1). Joseph Nagle, Vice Chairman called the Regular Meeting to order at 4:30PM.
- 2). Joseph Nagle moved to approve Voucher # 225 in the amount of \$259,309.59. Erin Bettez seconded the motion and all members voted in favor.
- 3). Executive Director's Report
 - A). A Public Hearing on 40B will be held June 24, 2003 at 11:00 AM at the State House.
 - B). The Governor's Task Force released their report and recommendations for 40B on June 12, 2003.
 - C). The Board was informed there is another Early Retirement bill before the State Legislators. The bill has been passed by the House, but is still in review in the Senate.
 - D). The Board discussed Representative Cory Atkins' letter to the Authority regarding rent increases and the need for more aid to local housing authorities was noted.
 - E). Discussion followed regarding the status of Robert Whittlesey's appointment to the AHA's Board by the Governor. To date the Department of Housing & Community Development has no knowledge of the status of the appointment.
 - F). Fran Spayne the Acton Housing Authority's (AHA) FSS Coordinator, has been selected to speak as a panel member at the New England Regional Housing Authorities Annual Meeting.
 - G). The Executive Director is working on the cost comparison of the utility bills of Windsor Green and McCarthy Village. A formal report will be given at a future meeting.
 - H). The Executive Director spoke to the State Auditors regarding the use of a monthly warrant for the payment of bills. The State Auditors expressed a concern and stated the current internal controls and policy set by the Board was excellent and felt the system should not be changed. The Auditors suggested


contacting Chelmsford Housing Authority's Executive Director to find out their policy in preparing a monthly warrant for the payment of bills.

4). Old Business

It was noted the Authority is finally out to bid for Windsor Green's parking lot and sewer improvements. The estimated price for the work is \$152,815. Bids will be opened June 30, 2003 at 2:00 PM.

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

Respectfully submitted,



Naomi E. McManus
Executive Director