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## ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, January 16, 2001, 4:30 PM at 68 Windsor Avenue,  
Acton, MA

Attendance: Claire Kostro, Diane Poulos Harpell, Joseph Nagle, Jean Schoch, Dennis Sullivan. Linda Colby/Acton Housing Authority

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 4:30 PM.
- 2). Diane Poulos Harpell moved to approve the minutes of the Regular Meeting of 11/21/00. Claire Kostro seconded the motion and all members voted to approve.
- 3). Joseph Nagle moved to approve the minutes of the Regular Meeting of December 5, 2000. Claire Kostro seconded the motion and all members voted to approve.
- 4). Diane Poulos Harpell moved to approve Voucher # 194 in the amount of \$159,117.49. Claire Kostro seconded the motion and all members voted to approve.
- 5). Dennis Sullivan moved to approve Voucher # 195 in the amount of \$159,757.40. Joseph Nagle seconded the motion and all members voted to approve.
- 6). Executive Director's Report
  - A). The Board discussed a draft of a communication policy which would be followed when the Authority is involved in any potential court action. The policy states that the Executive Director will be the only one to answer any questions or to comment publicly.
  - B). Board reviewed and discussed the Authority's Annual Report for 2000.
  - C). United Way's fundraising event to be held January 27<sup>th</sup> was noted. The Board Members felt the Authority should provide a center piece for one of the tables at the event.
- 7). Old Business
  - A). Board reviewed the Executive Director's final copy of the Authority's Contractor's Evaluation Form for Homer Painting Contractors which was sent to the Division Of Capital Asset Management.
  - B). Board was informed of HUD's decision not to fund the Authority's Mainstream application.
  - C). Board reviewed the draft notice of Pillar One's Revision of a Public Involvement Plan which related to a past underground water contamination problem.

D). The Board discussed Caldwell Environmental's report regarding the level of iron content noted in the sludge after the fracturing of Windsor Green's septic system was done. The Board had a number of questions and requested that representatives of Caldwell meet with the Board at the next Regular meeting.

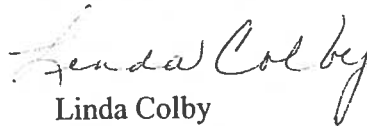
E). Board reviewed HUD's letters regarding the Authority's transmittal reporting rate and the Authority's under utilization of its Section 8 rental assistance funds.

F). Board was given a copy of a proposed Emergency Case Plan for their review. Formal approval was deferred to the next Regular Meeting.

G). The NAHRO's Annual Sea Crest Meeting to be held in May was noted. Joseph Nagle and Dennis Sullivan expressed an interest in attending. They will contact the office to confirm.

8). The Regular Meeting adjourned at 5:45 PM. The next Regular Meeting was scheduled for February 6, 2001.

Respectfully submitted,



Linda Colby  
Assistant Executive Director