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ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, February 15, 2000, 4:00 PM at 68 Windsor Avenue,
Acton, MA

Present: Dean Cavaretta, Diane Poulos Harpell, Joseph Nagle, Jean Schoch. Naomi E.
McManus/Acton Housing Authority

Absent: Claire Kostro

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 4:00 PM.
- 2). Dean Cavaretta moved to approve the minutes of the Regular Meeting of January 18, 2000. Joseph Nagle seconded the motion and all members voted in favor.
- 3). Diane Poulos Harepell moved to approve Voucher # 184 in the amount of \$226,185.00. Joseph Nagle seconded the motion and all members voted in favor.
- 4). Executive Director's Report
 - A). Board reviewed Department of Housing & Community Development (DHCD) memo regarding upcoming FY2000 Budget Guidelines.
 - B). The Authority has received United Way's remaining portion of funding in the amount of \$2,170.00 for the Authority's Parent Aide Mentor Program and the nine (9) month Women's Support & Discussion Group.
 - C). DHCD's letter informing the Authority of its new Asset Manager, Ann St. Pierre.
 - D). DHCD's memo regarding the re-issuance of MRVP Mobile Vouchers.
 - E). Board informed that there will be volunteers acting as office receptionist during the Authority's regular business hours.
 - F). Board informed that the Federal Housing Department has asked that the Authority form an Advisory Board to review it's Annual and Five Year Section 8 Housing Plans. A Public Hearing has been scheduled on April 3rd to hear comments from the Authority's Section 8 Participants regarding the Authority's Annual and Five Year Housing Plan.
 - G). Board reviewed DHCD's Budget Guidelines for FYI 20001 which will enable the Department to take several new initiatives that have not been possible in the past.

H). The Executive Director discussed Windsor Green's parking problems. The Executive Director suggested the Board adopt a policy to limit one (1) car per household. The Board deferred action on establishing a limited parking policy. Diane Poulos Harpell suggested contacting other housing authorities to find out if they limit the number of cars per household.

5). Old Business

A). The Board discussed with Dean Cavaretta that he will not seek re-election in March 2000. Joseph Nagle discussed possible write in candidates with the members. He suggested a Dennis Sullivan a long time resident of Acton. Mr. Nagle has know Mr. Sullivan for several years and felt Dennis would be an excellent candidate. Mr. Nagle agreed to contact Mr. Sullivan and asked him to meet with the members.

B). Board reviewed a memo from Steve Eknanian of UMG to Boston Edison regarding Boston Edison's overcharges since 1986.

C). Based on the Executive Director's recommendation Diane Poulos Harpell moved to approve the draft copy of a Rent Collection Policy. Joseph Nagle seconded the motion and all members voted to approve.

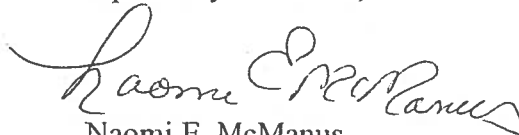
6). New Business

A). Joseph Nagle moved to authorize the Executive Director be authorized to sign Concord Family Service's Parent Aide Program's contract for the upcoming year once DHCD approved the Authority's budget. Diane Poulos Harpell seconded the motion and all members voted to approve.

B). Based on the recommendation of the Executive Director Joseph Nagle moved to approve the transfer of \$1000.00 from the Section 8 Account to the Parent Aide Program. Diane Poulos Harpell seconded the motion and all members voted to approve.

7). Regular Meeting adjourned at 5:30 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director