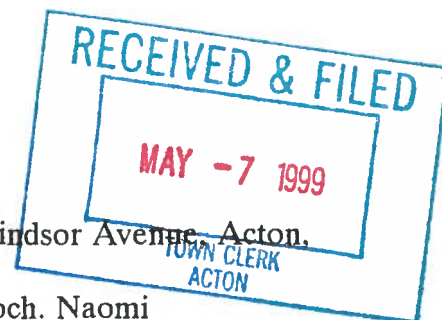


ACTON HOUSING AUTHORITY



Minutes of the Regular Meeting, April 5, 1999, 5:30 pm at 68 Windsor Avenue, Acton, MA.

Present: Dean Cavaretta, Claire Kostro, Joseph Nagle, Jean Schoch. Naomi McManus/Acton Housing Authority

Absent: Diane Poulos Harpell

- 1). Jean Schoch, Chairman, Called the Regular Meeting to order at 5:30 pm.
- 2). Dean Cavaretta moved to approve the minutes of the Regular Meeting of March 15, 1999. Joseph Nagle seconded the motion and all members voted in favor.
- 3). Dean Cavaretta moved to approve Voucher #173 in the amount of \$192,680.00. Joseph Nagle seconded the motion and all members voted in favor.

4). Executive Director's Report

A). The Board was given a copy of the Management Review Report which was conducted in June of 1999 by the Department of Community Development (DHCD). The members were asked to review the 10 page report for discussion at the next Regular Meeting.

B). Discussion followed regarding the new Labor & Industries wage rates (a less than 2 % increase, \$15.77 to \$15.98), for the Authority's maintenance staff effective April 1, 1999. The Board will be updated on how the new rates are received by the maintenance staff.

C). The Director has contacted three (3) firms requesting proposals for extermination services for the elderly/family complexes. The Board will be updated on the proposals at the next Board's next Regular Meeting.

D). Boston Edison has informed the Authority that the new electric meters will be installed by April 15, 1999.

E). South Middlesex Opportunity Council (SMOC) has been conducting an energy audit at Windsor Green. The final results of the energy audit should be available for the next Regular Meeting.

5). Old Business

The Board acknowledged final payment to Douglas Okum, the architect hired by the Authority for the exterior modernization work performed at Windsor Green in 1998. The Authority received DHCD approval for final payment of \$4,791.27.

6). New Business

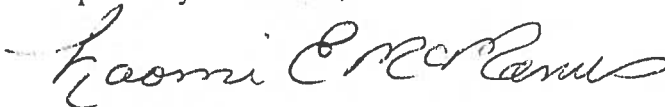
A). The Executive Director discussed the possibility of submitting an application to Housing and Urban Development (HUD) for an additional 25 Mainstream Section 8 Vouchers for housing the handicapped. Joseph Nagle authorized the Chairman to sign the application if the Director after close consideration believes the Authority's staff is able to effectively administer the additional Vouchers. Claire Kostro seconded the motion and all members voted in favor of the motion.

B). The proposed Regulations 760 MR 15.00 (Escrow Pilot Program) from DHCD was given to the Board for their review and discussion at the next Regular Board Meeting.

C). The Department of Community Development's new State Lease dated March 1999 was given to the Board for review, discussion and Board adoption at the next Regular Board Meeting.

7). Regular Meeting adjourned at 6:45 pm. The next Regular Meeting was scheduled for May 3, 1999 at 7:30 pm.

Respectfully submitted,



Naomi E. McManus
Executive Director