

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, November 2, 1999, 9:00 am at 68 Windsor Avenue, Acton, MA.

Present: Diane Poulos Harpell, Joseph Nagle, Jean Schoch. Naomi McManus/Acton Housing Authority (AHA)

Absent: Dean Cavaretta, Claire Kostro

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 9:00 am.
- 2). Diane Poulos Harpell moved that the Minutes of the Regular Meeting of October 19, 1999 be approved. Joseph Nagle seconded the motion and all members voted to approve.
- 3). Joseph Nagle moved that Voucher # 181 be approved in the amount of \$194,887.92. Diane Poulos Harpell seconded the motion and all members voted in favor.
- 4). Executive Director's Report
 - A). Bob Durand the Secretary of The Commonwealth of Massachusetts Environmental Affairs invitation to the Acton Housing Authority to attend the Community Preservation Day to be held on December 8, 1999 in the Great Hall of the State House was noted.
 - B). Mass Chapter of National Association of Housing & Redevelopment Officials (NAHRO) letter acknowledging the Authority's donation to its legal fund was noted.
 - C). The Executive Director's letter to the Department of Housing & Community Development (DHCD) regarding their inspection of 10% of the Authority's units was discussed.
 - D). Jean Schoch will represent the Authority at the Acton Providers Meeting to be held November 9, 1999.
 - E). To date A/B United Way has not been able to fill the Authority's request for volunteers to do a fall clean up of Windsor Green.
 - F). The staff along with Board Member Joe Nagle is finalizing the Authority's plans for Y2K compliance. The Executive Director has been in contact with the Fire Chief Robert Craig to discuss the Town's Y2K Plans.

4). Old Business

Board Members interested in attending Mass NAHRO's Annual Fall Convention to be held in Fitchburg November 15th & 16th were reminded to contact the Authority's office.

5). The Regular Meeting adjourned at 9:45 am. Next Regular Meeting is scheduled for November 23, 1999 at 9:00 am.

Respectfully submitted,

Naomi E. McManus, Executive Director

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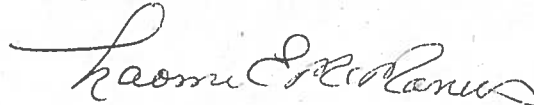
Minutes of the Regular Meeting, November 23, 1999, 9:00 AM at 68 Windsor Avenue, Acton, MA

Present: Diane Poulos Harpell, Claire Kostro, Joseph Nagle, Jean Schoch. Naomi McManus/Acton Housing Authority (AHA)

Absent: Dean Cavaretta

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 9:00 AM.
 - 2). Diane Poulos Harpell moved to approve the Minutes of November 2, 1999. Claire Kostro seconded the motion and all members voted to approve.
 - 3). For the purpose of transacting official business the Chairman appointed Joseph Nagle as Acting Secretary for the Regular Meeting.
 - 4). The Executive Director discussed the Budget Revision #2 with the Board. Claire Kostro moved that the proposed Operating Budget for State-aided Elderly Housing, of the Acton Housing Authority Chapter 400-1 for fiscal year ending 12/31/99 Showing Total Operating Receipts of: \$461,000 and Total Operating Expenditures of: \$497,523 thereby requesting a subsidy of: \$36,523 be submitted to the Department of Housing and Community Development for its review and approval. Diane Poulos Harpell seconded the motion, which upon a roll call vote, was passed by vote of 4 to 0.
50. The Regular Meeting adjourned at 10:30 AM. The next Regular Meeting was scheduled for December 7, 1999 at 9:00 AM.

Respectfully submitted,



Naomi E. McManus
Executive Director