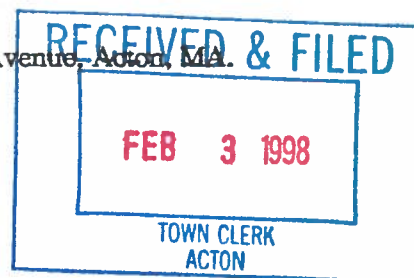


ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, January 5, 1998, 7:30 pm at 68 Windsor Avenue, Acton, MA.

Attendance: Dean Cavaretta, Tom Dill, Claire Kostro, Jean Schoch  
Absent: Diane Poulos Harpell  
Guest: Robert Whittlesey



- 1). Tom Dill, Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). Claire Kostro moved to approve the amended Minutes of 12/7/97. Dean Cavaretta seconded the motion and all Members voted in favor.
- 3). Jean Schoch moved to approve Voucher # 158 in the amount of \$135, 984.88. Dean Cavaretta seconded the motion and all Members voted in favor.

3). Executive Director's Report

A). The Board was informed of a civil disturbance involving an elderly resident off site of the AHA property. The Director has met with the elderly's sponsor to discuss the incident and will meet with the resident January 12, 1998. The Sponsor has assured the E.D. that the incident was reported incorrectly due to the language problem her father has with understanding and speaking English.

B). The Board discussed U.M.G.'s request to sign a new contract for auditing the Authorities utilities. The Board requested that DHCD be contacted for authorization to enter into a new contract. The Executive Director will contact Paul Johnson of DHCD for authorization.

C). Board informed that the Executive Director has turned over the bad debt of a previous tenant owing rent to a collection person recommended by DHCD's Legal Pilot Counsel.

4). Old Business

A). The Board was informed of the current status of Mod. Work at Windsor Green. The project is proceeding on time and the next Job Meeting will be held on January 9, 1998. The second payment due to the General Contractor has been processed.

B). Annual Meeting of the Board was held at 8:00 pm. Tom Dill, Chairman of the Nominating Committee reported 1998's slate of Officers as follows:

Jean Schoch- Chairman  
Diane Poulos Harpell- Vice Chairman  
Dean Cavaretta- Secretary  
Claire Kostro- Treasurer  
Tom Dill- Member

Dean Cavaretta moved that the Nominating Committee's slate of Officers be approved as read. Claire Kostro seconded the motion and all Members voted in favor.

5). New Business

The Executive Director introduced the Board to Bob Whittlesey, an Acton resident interested in running for Tom Dill's vacant seat April 1998. The Board and Mr. Whittlesey discussed the responsibilities of a Board Member and the process one would follow to have their name included on the ballot.

- 6). The Regular Meeting adjourned at 9:15 pm and the next Regular Meeting was tentatively scheduled for January 19, 1998.

Respectfully submitted,

  
Naomi E. McManus