



ACTON HOUSING AUTHORITY

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

Present: Dean Cavaretta, Diane Poulos Harpell, Joseph Nagle, Jean Schoch, Naomi

McManus/Acton Housing Authority (AHA)

Absent: Claire Kostro

1). Jean Schoch, Chairman, called the Regular Meeting to order at 7:30 pm.
Diane Poulos Harpell moved to approve the Minutes of the Regular Meeting of
November 9, 1998. Dean Cavaretta seconded the motion and all members voted in favor.

2). Approval of Voucher #170 deferred until the next Regular Meeting.

3). Executive Director's Report

A). Representative Meehan's office informed the AHA that HUD had awarded monies to fund the Authority's Family Self Sufficiency Coordinator's position as well as 15 Mainstream Certificates for the Disabled.

B). The Town's Building Inspector has determination that the common area hallways at Windsor Green are at 3 footcandles instead of the minim 6 footcandles. In order to provide a minim level of lighting in the hallways all the common area lights throughout the complex had to be turned on 24 hours a day. The Executive Director is investigating a resolution to the problem.

C). Based on the Executive Director's recommendation Diane Poulos Harpell moved to request permission from the State's Records Conservation Board to destroy outdated records. Joseph Nagles seconded the motion and all members voted in favor.

4). New Business

Board reviewed the Authority's 1999 Annual Operating Budgets. Dean Cavaretta moved to approve and submit to the Department of Housing and Community Development the following budgets: 1). Chapter 400-1 for fiscal year ending 12/31/99 showing total Operating Receipts of \$430,800 and total Operating Expenditures of: \$473,820 thereby requesting a subsidy of \$43,020, 2). Chapter 689-1 showing a total Operating receipts of \$20,682 and total Operating Expenses of : \$20,682 thereby requesting a -0- subsidy, 3). Chapter MRVP of: \$5,760 and total Operating Expenditures of \$6,243. thereby requesting a -0- subsidy. Diane Poulos Harpell seconded the motion, which upon a roll call vote, was passed by a vote of 4 to 0. The Board reviewed and voted to approve the AHA's Management Check List for 1998.

5). The Regular Meeting adjourned at 9:00 pm. The next Regular Meeting was scheduled for January 4, 1999.

Respectfully submitted,

Naomi E. McManus, Executive Director