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FOR TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, April 28, 1997, 7:30 pm at 68 Windsor Avenue, Acton, MA.

Attendance: Tom Dill, Dean Cavaretta, Diane Poulos Harpell, Jean Schoch. Naomi McManus/Acton Housing Authority

Guest: Claire Kostro pending State Appointee to AHA's Board

- 1). Tom Dill, Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). First order of business Tom Dill appointed Diane Poulos Harpell as Secretary and Dean Cavaretta as Treasurer of the Board of the Acton Housing Authority.
- 3). Diane Poulos Harpell moved that Voucher #149 in the amount of \$169,017.27 and Voucher # 150 in the amount of \$152,208.52 be approved. Dean Cavaretta second the motion and all members voted to approve.
- 4). Executive Director's Report
 - A). Discussion followed regarding one of the Authority's MASS Rental Voucher's complaint that she had not received Section 8 assistance after being on the Waiting List for eight years. The Executive Director informed the Board that the client had been asked to provide documentation verifying that she met one of the Federal Preferences. Recently the MRVP client providing the requested documentation and it is anticipated that a Section 8 Certificate will be issued in late June.
 - B). NAHRO's Memo Alert regarding the State Housing budgetary shortfall was discussed. Unless DHCD's budget request of \$29 million is passed all deficit housing authority will be at risk financially. The Acton Housing Authority is a deficit HA and receives operating subsidy of \$65,000 annually from DHCD. The Authority's need to be subsidized by the State is due to the high utility cost of electricity, \$135,000- \$150,000 to operate Windsor Green. The State Legislators' zero line budget currently being proposed may have serious ramifications for Authority's Annual Operating Budget.
 - C). Board Members interested in attending NAHRO's Annual Sea Crest Conference May 18-21 were asked to contact the Authority's office.
 - D). A discussion followed regarding four (4) previous AHA tenants who left owing rent. The Board requested the Executive Director to contact DHCD's Legal Counsel and ask that a letter be sent to two of the past tenants informing them of pending legal action unless the rent arrearage is paid. The Executive Director was asked by the Board to personally contact the third tenant who was previously taken to Small Claims Court by

the Authority and inform her unless she becomes current with her repayment agreement further court action will be taken. The Board deferred action on the fourth tenant who had been evicted by the Authority through Superior Court.

E). A problem of teenagers gathering at McCarthy Village late at night was discussed. The Executive Director has explained to the family involved that other residents are being disturbed. The police have been asked to patrol the area during the evening and night hours.

F). The Authority has been contacted by a gas utility vendor stating his company can supply gas at a cheaper rate than Boston Gas. To date the Authority has not received a formal proposal. The Board discussion that electricity in '98 will be offered at competitive rates and the competition should reduce the high utility expense at Windsor Green.

G). Update information was given to the Board Members regarding the Authority's Nutritional & Wellness Series, Life Skills Workshops and the Depression series. The Doli Atamian Campership Program has 32 AHA children requesting Camperships and collected \$1615.30 in community donations.

5). Old Business

A). The Board reviewed the status of the Modernization Program for Windsor Green's Remedial Repairs. Due to the State Bonding problems for FY'97 the project will be bid after July 1st in FY'98.

B). Board discussed the Authority's annual bug spraying policy for the elderly apartments. The Board decided to review the policy again at a later date.

C). The Authority has received \$450 from the Jenks Fund to be used for A/B Community Education Classes for the children of the AHA living in Acton.

D). A/B United Way has scheduled an interview with the Authority's staff May 5, 1997 to discuss the Authority's proposal request of \$4200.

E). Westside Village's Local Initiative Program(LIP) application has been approved by the State. The development will consist of 16 homes, four will be sold to First Time Homebuyers.

F). Jean Schoch moved to authorized the Chairman to sign the Family Self Sufficiency Annual Contribution Contract. Diane Poulos Harpell seconded the motion and all members voted to approve.

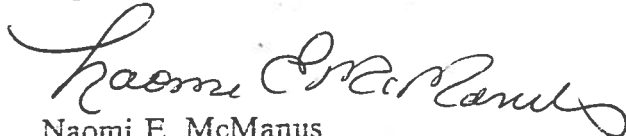
6). New Business

A). Board was informed that Wrights Terrace's SRO Program will close June 30, 1997.

B). Discussion followed regarding whether the Authority should apply for Section 8 Mainstream Certificates. The Board expressed concern that additional Certificates might over extend the AHA staff. It was the sense of the Board to apply for a limited number to 10 or 15 certificates not the usual 25.

7). Regular Meeting adjourned at 9:30 pm and the next Regular meeting was scheduled for May 19, 1997 at 7:30 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Naomi E. McManus".

Naomi E. McManus
Executive Director