

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, April 16, 1996, at 68 Windsor Avenue, Acton, MA

Present: Tom Dill, Diane Poulos-Harpell, Jean Schoch, Wanda Sharpe. Naomi McManus/Acton Housing Authority

Absent: John Noun

1). Tom Dill, Chairman, called the Regular Meeting to order at 7:30 pm.

2). Jean Schoch moved to approve the Minutes of the Regular Meeting of March 11, 1996. Wanda Sharpe seconded the motion and three members voted to approve with one abstention.

3). Jean Schoch moved to approve the Minutes of the Special Meeting and the Executive Session Meeting of March 27, 1996 as amended. Wanda Sharpe seconded the motion and three members voted to approve with one abstention.

4). Jean Schoch moved to approve Voucher # 138 in the amount of \$194,649.66. Wanda Sharpe seconded the motion and three members voted to approve with one abstention.

5). Executive Director's Report

A). NAHRO's fact sheet on Strategies for Crisis Communication were given to the Board for review. It was agreed that the members would review the fact sheet and discuss drafting their own policy at the next meeting.

B). A/B Regional High School's Senior Class will hold a Community Service Day on May 17, 1996. The E.D. has asked for 4 volunteers to do spring yard work at Windsor Green.

C). The ongoing problems that a tenant living in one of the units owned by the Authority at Yankee Village Condominiums was discussed. The E.D. has been working with the tenant, the management firm and the Trustees to resolve the matter.

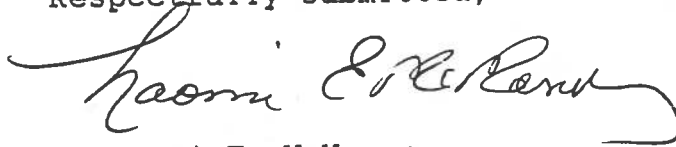
D). The Executive Director recommended that the Board vote to write off a rent arrearage in the amount of \$23.45 owed by a deceased family tenant. Wanda Sharpe moved that the \$23.45 be written off by the Authority's Fee Accountant. Jean Schoch seconded the motion and all members voted to approve.

E). The Board was informed of Meadowbrook Condominium's emergency unit owners meeting scheduled for April 18th to discuss the failed septic system.

F). The Executive Director reviewed the two septic service contracts which were submitted for Windsor Green. Jean Schoch moved to authorized the Executive Director to sign Acton/Concord Septic Company's two year service contract. Wanda Sharpe seconded the motion and all members voted to approve.

6). The Regular Meeting adjourned at 8:45 pm with the next Regular Meeting scheduled for May 6, 1996.

Respectfully submitted,



Naomi E. McManus  
Executive Director