

ACTON HOUSING AUTHORITY



Minutes of the Regular Meeting of July 15, 1996, 7:30 pm. at 68 Windsor Avenue, Acton, MA.

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

Absent: John Noun, Jean Schoch.

- 1). Tom Dill called the Regular Meeting to order at 7:30pm.
- 2). The Executive Director and Board Members walked the Windsor Green site to observe the exterior wood rot of the buildings. Additional problems with the radiant ceiling panels, the railings on the second floor decks and the bathroom windows was discussed. The Executive Director informed the Board that eight Architectural firms had submitted proposals for the repair work of Windsor Green. AHA's Executive Director is currently doing reference checks on each of the architects. The selection of the Architect will be done by EOCD's Designer Selection Board on August 15, 1996.
- 3). Diane Poulas Harpell moved that the Minutes of the Regular Meetings of June 3, 1996 and June 17, 1996 be approved. Wanda Sharpe seconded the motion and all members voted to approve.
- 4). Wanda Sharpe moved that Voucher # 141 in the amount of \$151,168.84 be approved. Diane Poulas Harpell seconded the motion and all members voted to approve.
- 5). Executive Director's Report
 - A). Board Members interested in attending a Commissioners Training Session to be held in September on Martha's Vineyard were asked to contact the AHA's office for reservations.
 - B). Board informed of EOCD's revised Eligibility and Tenant Selection Regulations. A Public Hearing will be held by EOCD later this month to review the proposed regulations.
 - C). Board was informed that Eliot Community Mental Health has requested permission to install a shed in the back yard at 27 Concord Road. The shed will be used to store equipment and gas for the lawn mower.
 - D). Board reviewed the No Trespassing Notice that was issued by the Executive Director to the family evicted from 6 Sachem Way.
 - E). The Board was informed that the Executive Director has begun the eviction process of another 705 tenant for non payment of rent.

F). EOCD will hold a staff training for the new Alternative Housing Voucher Program July 17, 1996.

G). The Annual inspections of the elderly units at Windsor Green and McCarthy Village will be done during the next six weeks.

H). The Board was informed that the AHA received full funding from the United Way this year. A thank you letter has been sent.

6). Old Business

A). Gas Conversion of Windsor Green

The Board was informed that EOCD has recommended the AHA pursue the hot water conversion of the complex only as the heat conversion would be too expensive and the payback would be ten + years. EOCD suggested that the Authority compile statistics showing the payback of hot water conversion and then approach a local bank for a short term loan. The Executive Director will provide further information at future Board Meetings.

B). Fire Pedestal

A Deputy from the Fire Department has asked the AHA to investigate if the fire pedestal can identify a specific unit in case of a fire rather than a whole building. The Executive Director has requested Warren Security to review the system and give a cost estimate for the upgrade. Further information will be provided to the Board at the next Regular Meeting.

7). The Regular Meeting adjourned at 8:40 pm. The next Regular Meeting was tentatively scheduled for August 19, 1996.

Respectfully submitted,



Naomi E. McManus
Executive Director