

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, December 2, 1996, 7:30 pm at 68 Windsor Avenue, Acton, Ma

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

Guest: Claire Kostro

- 1). Tom Dill, Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). Diane Poulos Harpell moved the Minutes of the Regular Meeting of 10/2/96, 11/8/96, Executive Session of 11/18/96 and Regular Meeting 11/26/96 as amended be approved. Jean Schoch seconded the motion and all members voted to approve.
- 3). Diane Poulos Harpell moved to approve Voucher #145 in the amount of \$151,183.03. Jean Schoch seconded the motion and all members voted to approve.
- 4). Jean Schoch moved to approve Voucher #146 in the amount of \$143,698.82. Diane Poulos Harpell seconded the motion and all members voted to approve.
- 5). Executive Director's Report
 - A). Board informed that the Executive Director has proceeded with the Small Claims Case against a former tenant for unpaid rent.
 - B). Discussion followed regarding the racial bias brought against the Boston Housing Authority by MCAD.
 - C). HUD's approval of exceptional rents for the Acton/Boxboro area was noted.
 - D). Annual reports for the Parker Village, Rosestone, Great Road and Briabrook were noted.
 - E). Discussion of the fire at the elderly complex at Providence Housing Authority followed.
 - F). Board informed that the Executive Director and Fran Spayne met with the Acton/Boxboro Junior Women's Group.
 - G). MMDT's interest rate for month of November 5.25%.
 - H). Discussion followed regarding Walden Station's request of the AHA to pay for a advertisement informing parents of the inhalation of dangerous materials by young

people. It was the sense of the board that the Authority did not have discretionary funds to pay for the advertisement.

I). Board discussed Bio Solutions proposal to enhance the operation of the septic system at Windsor Green. Tom Dill asked to have Bio Solutions submit references of companies who have used their product.

6). Old Business

Review of the Job Meetings # 1 & 2 by Douglas Okun & Associates for the Windsor Green Apartments. Jean Schoch and Diane Poulos Harpell requested they be notified of the next Job Meeting.

7). New Business

A). AHA's Vacant State Appointee Seat

Claire Kostro was introduced to the Board as the prospective new State Appointee to fill John Noun's vacant seat. Claire discussed with the members her interest in becoming a Board member. The Board thanked her and agreed to contact the Selectmen and request their endorsement of Claire Kostro as the State Appointee.

B). Northeast Utility Consultants


Diane Poulos Harpell moved that the Authority enter into a contract with the Northeast Utility firm to provide utility schedules for the Acton/Boxboro area for 1997. Jean Schoch seconded the motion and all members voted in favor.

C). Sexual Harassment Policy

The Board reviewed the proposed draft of the Sexual Harassment Policy presented by the Executive Director. Diane Poulos Harpell moved to approve the policy as presented. Jean Schoch seconded the motion and all members voted to approve.

8). Regular Meeting adjourned at 9:30 pm. Next Regular meeting was tentatively scheduled for January 6, 1997.

Respectfully submitted,



Naomi E. McManus
Executive Director