

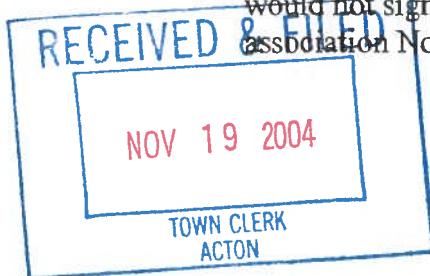
ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of October 12, 2004, 7:00 PM at 68 Windsor Avenue, Acton, MA.

Attendance: Jean Schoch, Dennis Sullivan, Bob Whittlesey, Naomi McManus/Acton Housing Authority

Absent: Joseph Nagle, Ken Sghia-Hughes

- 1). Jean Schoch, Vice Chairman, called the Regular Meeting to order at 7:00 PM.
- 2). Bob Whittlesey moved to approve the minutes of the Regular Meeting of September 14, 2004. Dennis Sullivan seconded the motion and all members voted in favor.
- 3). Dennis Sullivan moved that Voucher # 240 in the amount of \$256,257.81 and Voucher # 241 in the amount of \$254,922.85 be approved. Bob Whittlesey second the motion and all members voted to approve.
- 4). Executive Director's Report
 - A). Board Members were reminded of National Community Education Day to be held on 10/14/04 at the Holiday Inn in Boxborough.
 - B). Board informed that Executive Director has hired Country Garden Creations to spray and prune the diseased mugo pine located outside of the Community Room for \$330.00.
 - C). It was noted that Ken Sghia-Hughes' appointed to the Community Preservation Committee by the Board of Selectmen.
 - D). The community letter which was sent to Sachem Way families was reviewed. The letter reminded the families that it was important to protect their children from violence on television, the movies, bullies and spoken words that can be hurtful to a child.
 - E). Board reviewed additional communication between the Executive Director and a landlord regarding possible resolutions to his complaints about a past tenant.
 - F). Board informed that a unit owner at Parker Village Condos had contact the Executive Director and asked her to sign a petition calling for the entire Board of Trustees resignation. The Executive Director informed the unit owner that she would not sign the petition. There will be an Annual Meeting of the condo association November 4, 2004.



G). Board informed that the Executive Director has hired Home Depot to replaced the wood rotted windows in the units owned by the Authority at Rosestone. The total cost for labor and window replacement will be \$2059.00.

H). It was noted that a neighbor's cat had scratched or bitten two (2) Windsor Green elderly residents. The Executive Director has contacted the neighbor and been assured that the cat has had all his shots. The Board discussed what can happen to individuals who are bitten or scratched by cats. The Executive Director will contact the Board of Health for the process that should be followed when a cat bits or scratches someone.

I). Board informed that the Director intends on submitting an application for the construction of a recreation area for the children living at Sachem Way. She is also considering an application for funding for technical & administrative support for the affordable housing effort in Acton.

4). Old Business

A). Dennis Sullivan moved that the Vice Chairman be authorized to sign the Certification of Compliance for the Authority's Five Year and Annual section 8 Plans which will be submitted to HUD's Boston HUD area office. Bob Whittlesey seconded the motion and all members voted in favor.

B). It was noted Acton's Board of Health has approved Foresight Engineering's plans for a septic system repair at Eliot House. The proposed plans and bidding documents will be submitted to the Department of Housing & Community Development for approval.

5). New Business

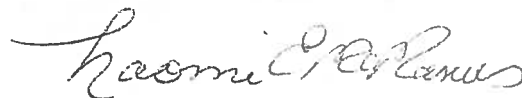
A). Discussion followed regarding the proposed development Faulkner Mill Realty to be located on High Street behind Erickson Grain. The proposed development will be built on 2.5 acres which will have 2 multi family dwellings consisting of studios, one bedrooms and two bedrooms.

B). Fort Pond Brooks Condo Development

The Board discussed the proposed plans for an 8 unit development located on River Street. Two (2) of the units will be "affordable units" sold at \$187,000 and the rest will be market rate units sold at \$325,000 to \$350,000.00.

6). Regular Meeting adjourned at 8:30 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director