

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, March 4, 2003, 4:30 PM at 68 Windsor Avenue, Acton, MA

Attendance: Joseph Nagle, Dennis Sullivan, Jean Schoch, Naomi McManus/Acton Housing Authority

Guest: Erin O'Brien Bettez

- 1). Joseph Nagle, Vice Chairman, called the Regular Meeting to order at 4:30 PM.
- 2). Dennis Sullivan moved to approve the minutes of the Regular Meeting of March 4, 2003. Joseph Nagle seconded the motion and all members voted in favor.
- 3). Joseph Nagle moved to approve Voucher #221 in the amount of \$243,725.26. Dennis Sullivan seconded the motion and all members voted in favor.
- 4). Executive Director's Report
 - A). Board informed of the Acton Economic Development and Industrial Corporation (EDIC) meeting of March 20, 2003. An Article will be on the upcoming Annual Town Meeting Warrant proposing adoption of the EDIC. The Board was provided a background and summary sheet of the proposed warrant article.
 - B). Nancy Tavernier of the Acton Community Housing Corporation (ACHC) and the Authority's Executive Director have been asked to attend the Community Preservation's (CPA) March 18th meeting to discuss affordable housing in Acton.
 - C). CHAPA's Housing Briefs on the State's proposed budgetary cuts to affordable housing programs were noted.
 - D). March 13, 2003 at 7:30 PM, MAGIC's Executive Director will meet with representatives of area sub-regions to discuss the Land Use Reform Act.
- 5). Old Business
 - A). Windsor Green's Parking Lot
The Board was informed that the abutter to Windsor Green has signed the agreement to withdraw the Court Appeal. The Authority is waiting for Acton's Town Counsel to sign off on the agreement.
 - B). Boxborough Legislative Breakfast
Joseph Nagle stated the breakfast was well attended by both State Legislatures and representatives from area towns. A number of concerns were discussed regarding 40B and possible regulation changes.

C). Legislative Luncheon at State House with Housing Advocates
Joseph Nagle, Jean Schoch and Naomi McManus discussed the luncheon were they met with Representatives Cory Atkins, James Eldridge and State Senator Pam Resor's Legislative Aide to discuss the budgetary issues confronting housing authority's across the State.

D). Colonial Acres IV

The developer has signed Amendment #2 of the Planning Board's decision for Colonial Acres IV. The Amendment states the developer will donate \$300,000 to the Authority for the purchase of two (2) bedroom condominiums for family housing.

E). Middlesex Retirement Board's Meeting

There will be a meeting of the Middlesex Retirement Board on March 27, 2003.

F). Acton Community Preservation Committee (CPA)

The Board reviewed the CPA's minutes of the 1/23/03 meeting.

G). A/B United Way's Funding Application

Ms. McManus recommended that the Authority submit a proposal to the United Way for partial funding (\$3,500) of the Parent Aide Mentor Program instead of the Nine Month Women's Support Group. The Department of Housing & Community Development (DHCD) has notified the Authority effective July 1, 2003 that the Parent Aide Program will no longer be funded. Ms. McManus stated the Parent Aide Mentor Program provides individual support by professionally trained volunteers to families and children in crisis and at risk of abuse and neglect. The Nine Month Women's Support Group does not deal with crisis.

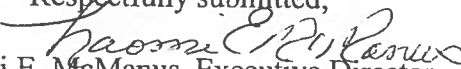
6). New Business

A). The Executive Director recommended limiting the number of consecutive vacation days an employee could take to 10 days. Joseph Nagle moved to adopt the vacation policy change. Dennis Sullivan seconded the motion and all members voted in favor.

B). The Executive Director recommended limiting the lease up of Incoming Section 8 Voucher to only the first of each month. By limiting the lease up period to the first of the month it would eliminate an administrative burden. Dennis Sullivan moved to approve the lease up of incoming voucher policy. Jean Schoch seconded the motion and all members voted to approve.

7). The Regular Meeting adjourned at 6:00 PM. Next Regular Meeting was tentatively scheduled for April 8, at 4:30 PM.

Respectfully submitted,


Naomi E. McManus, Executive Director