

## ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, May 27, 2003, 4:30 PM at 68 Windsor Avenue, Acton, MA.

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

- 1). Joseph Nagle, Vice Chair, called the Regular Meeting to order at 4:30 PM.
- 2). Erin Bettez moved to approve the amended minutes of the Regular Meeting of April 8, 2003, April 22, 2003 and May 6, 2003. Dennis Sullivan seconded the motion and all members voted in favor.
- 3). Erin Bettez moved to approve Voucher #224 in the amount of \$256,479.04. Dennis Sullivan seconded the motion and members voted in favor.
- 4). Executive Director's Report
  - A). The quarterly reports submitted to the Department of Housing and Community Development were distributed to the members for their review. Dennis Sullivan commented that he had attended a seminar at Sea Crest on LHA's financials. He asked if there were ways that the Authority could produce more revenue and therefore not need an operating subsidy from the State. Ms. McManus stated that she felt there was a possibility if Windsor Green converted to gas instead of all electric there maybe cost savings. She agreed to do a comparison of the elderly units at Sachem to the elderly at Windsor Green. Ms. McManus stated many of the Authorities who function in the black have federal public housing, which has a great deal of operating monies. The Authority's State public housing does not provide the same level of operating monies. Additionally, the Authority owns 27 condominiums in nine condo associations with an annual condo fees of \$75,000 which many other housing authorities do not have the condo program. Ms. McManus stated she would explore the possibilities with the Authority's fee accountant and have a report available at the next regular meeting.
  - B). The Executive Director recommended that the Board waive a Pet Deposit fee of \$65.00 for an elderly resident living at Windsor Green. The Director explained that the household has incurred several medical expenses and is unable to pay the remaining balance of her Pet Deposit. Dennis Sullivan moved to waive the \$65.00 fee and Erin Bettez seconded the motion and all members voted in favor.
  - C). The Board reviewed Todd Fenniman's letter stating that he was unable to pursue the Governor's Appointee to the Authority due to his current commitments.

D). Board discussed Mass NARHO's Legislative Alert regarding a number of amendments that would impact housing authorities and their residents.

- 1). Rent increases to 32% of resident's income
- 2). Restores and funds the Affordable Housing Trust at \$20 million.
- 3). Would eliminate all stipends paid to Board Members for housing authorities who administer VA housing.
- 4). Amendments that oppose Chapter 40B
- 5). Drivers License would not be issued or renewed if monies were owed an Authority

E). Board informed of a Public Meeting being held on June 5, 2003 to hear input from Acton residents on the future development of East Acton Village.

F). The E.D.'s letter sent to Jane Gumble of DHCD requesting the appointment of Robert Whittlesey as the Governor's designee on the Authority's Board was noted.

G). The Board was informed that proposal had been submitted to HUD for the funding of the Authority's current Family Self Sufficient Coordinator's position.

5). Old Business

A). Windsor Green additional parking lot

It is anticipated that the Authority will be out to Public Bid with in the next few weeks and construction should be started by mid- summer.

B). Parent- Aide Mentor Program

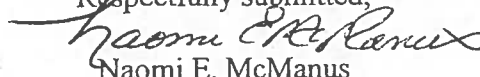
Dennis Sullivan moved to authorize the Executive Director to sign the Parent Aide/Mentor Agreement with Eliot Community Human Services for fiscal year 2003. Erin Bettez seconded the motion and all members approved.

6). New Business

The Board discussed DHCD's memo regarding the use of swimming pools, swing sets and trampolines on Authority's property. The memo informs the Authority's that due to liability issues the Board should adopt a policy, which prohibits the use on the Authority's property. Erin Bettez moved that the Board adopt a policy that prohibits swing sets, trampolines and swimming pools on the Authority's property. Joseph Nagle seconded the motion and the motion passed with Jean Schoch abstaining.

7). Regular Meeting adjourned at 6:15 PM. Next Regular Meeting was scheduled for June 17, 2003.

Respectfully submitted,



Naomi E. McManus  
Executive Director