

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of July 17, 2001, 4:30 PM at 68 Windsor Avenue,
Acton, MA

Present: James Eldridge, Claire Kostro, Joseph Nagle, Dennis Sullivan. Naomi
McManus/Acton Housing Authority
Absent; Jean Schoch

- 1). Joseph Nagle, Vice Chairman, called the Regular Meeting to order at 4:30 PM.
- 2). Dennis Sullivan moved to approve Voucher #202 in the amount of \$168,173.37.
Jamie Eldridge seconded the motion and all members voted to approve.
- 3). Executive Director's Report
 - A). Board informed of the possibility that the Towne School will be developed for affordable rental housing or for purchase by first time homebuyers. The Town is reviewing all possible options for the school's reuse.
 - B). The Board was informed that an elderly resident living at Windsor Green has again been determined by the Director to be at risk living at Windsor Green.
 - C). Board informed that the Department of Housing and Community Development (DHCD) has not provided engineering drawings for a redesign of the parking lot. DHCD is still reviewing the course of action to follow regarding the iron sludge found in the chambers of the septic system.
 - D). Board informed of the extensive exterior wood rot noted on the Authority's building at Rosestone.
 - E). Board informed of an electrical problem that occurred at Windsor Green when an electrical transformer became damaged. Several of the tenant's apartments experienced a brown out.
 - F). The AHA's staff is working diligently to get 95% of its vouchers under lease by October 1, 2001.
 - G). The Board reviewed ATT's proposal for DSL. The staff has contacted DHCD and they concur that the proposal is the Authority's best option at this time.
 - H). United Way has informed the Authority that they have approved its request for funding the nine (9) month Women's Support Group in the amount of \$3,500.
 - I). Mrs. T's the vendor hired to clean the common area carpets and floors has begun their work.

4). Old Business

A). Board reviewed three painting quotes submitted for the painting of Windsor Green's front and back hallways, community room and administrative offices. Based on the Executive Director's recommendation she has hired Michael Fagan, one of the maintenance staff to paint the back halls. Paul Johnson of DHCD approved the hiring of the Authority's maintenance staff at time and a half pay (\$25.80) an hour. Over the summer the Executive Director will update the Board on the progress of the painting.

B). Dennis Sullivan moved to purchase 64 stoves for Windsor Green from Whirlpool in the amount of \$17,030. Jamie Eldridge seconded the motion and all members voted to favor.

C). Joseph Nagle moved to purchase of three (3) washers and three (3) dryers for Windsor Green from Hunter Appliance in the amount of \$3,699. Jamie Eldridge seconded the motion and all members voted to approve.

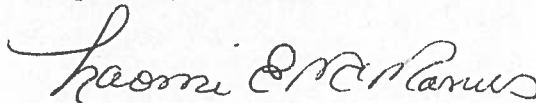
4). New Business

A). Joseph Nagle moved to approve the Authority's Depreciation of Fixed Assets. Jamie Eldridge seconded the motion and all members voted in favor.

B). Joseph Nagle moved to approve the Authority's Allowance for Bad Tenant Debts policy. Jamie Eldridge seconded the motion and all members voted in favor.

5). The Regular Meeting adjourned at 6:00 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director