

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, November 20, 2001, 4:30 PM at 68 Windsor Avenue,
Acton, MA

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

Absent: Joseph Nagle

- 1). Jean Schoch called the Regular Meeting to order at 4:30 PM.
- 2). Claire Kostro moved to approve the minutes of the Regular Meeting of October 23, 2001. Dennis seconded the motion and all members voted to approve.
- 3). James Eldridge moved to approve Voucher #201 in the amount of \$203,869.63. Claire Kostro seconded the motion and all members voted in favor.
- 4). Executive Director's Report
 - A). Board was informed that the Authority received a 76%/Standard Performer rating from HUD on their SEMAP submission for the year 2000.
 - B). Home Depot was the only contractor that responded to the Executive Director's request for proposals for the installation of three (3) sets of casement windows to be installed in the three (3) units owned by the Authority at Rosestone Condominiums. The purchase and installation cost is a total of \$4,491 or \$1497 per unit. The current windows have deteriorated and are a health and safety issue.
 - C) HUD's letter notifying the Authority that they have recaptured the Authority's Excess Program Reserves monies was reviewed.
 - D). Rosestone Condominiums' monthly condo fees have increased from \$150.00 to \$180.00.
 - E). Great Road Condominiums' monthly condo fees have increased 10%. To fund capital improvements the Trustees have voted to take \$50,000 from existing savings, \$16,000 from the 2001 operating budget and assess unit owners an average of \$1,100 per unit in 2002.
 - F). The Board was informed that a group of Junior High School students raked leaves at Windsor Green for a community service project.
 - G). The Executive Director is pursuing the court eviction of an elderly tenant.
- 4). Old Business
 - N-Star has informed the Authority that they will no longer be responsible for the operation and monitoring of the on peak and off peak electric meters. N-Star has offered to purchase and install time clocks on the Authority's meter side. Once the

time clocks are in stalled it will be the Authority's responsible to monitor the proper function of the time clocks for on and off peek hours.

5). New Business

A). Claire Kostro moved to authorize the AHA's Chairman to sign the Department of Housing and Community Development's (DHCD) Regional Attorney Pilot Program Agreement. Jamie Eldridge seconded the motion and all members voted to approve.

B). Claire Kostro moved to approve the AHA's 2001 Annual Operating Budget Revision #1 for fiscal year ending 12/31/01 showing total operating receipts of \$489,600 and total operating expenditures of: \$552,424 thereby requesting a subsidy of: \$62,824 be submitted to DHCD Development for its review and approval. Jamie Eldridge seconded the motion, which upon roll call vote, was passed by vote of 4 to 0.

C). Jamie Eldridge moved to close the AHA's Massachusetts Housing Voucher Program (MRVP) Waiting List due to the lack of State subsidy funding. Dennis Sullivan seconded the motion and all members voted to approve.

D). Dennis Sullivan moved to approve the draft policy on Expanding Housing Opportunities for the Section 8 Housing Choice Voucher Program proposed by the Executive Director. Jamie Eldridge seconded the motion and all members voted in favor.

E). Jamie Eldridge moved that the proposed Operating Budget for State aided Housing of the Acton Housing Authority (Chapter 667/705/689/MRVP) Program Number 400-1 for fiscal year ending 12/31/2002 showing a total Operating Receipts of \$507,838.00 and a total Operating Expenditures of \$590,802.00, there by requesting a subsidy of \$82,964.00 be submitted to the DHCD for its review and approval. Dennis Sullivan seconded the motion which, upon roll-call, was passed by a vote of 4 to 0.

F). Jamie Eldridge moved that the proposed Operating Budget for Chapter 667/705/689/MRVP, Program Number 689-1 for fiscal year ending 12/31/02 showing a total operating receipts of \$26,356.00 and total Operating Expenditures of \$26,356.00 there by requesting a 0 subsidy be submitted to the DHCD for its review and approval. Dennis Sullivan seconded the motion which, upon roll-call, was passed by a vote of 4 to 0.

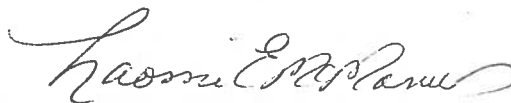
G). Jamie Eldridge moved that the proposed Operating Budget for State-Aided Housing of the Acton Housing Authority (Chapter 667/705/689/MRVP), Program Number MRVP for fiscal year ending 12/31/02 showing total Operating Receipts of \$3050.00 and total Operating Expenditures of \$3,924.00, there by requesting a subsidy of -0- be submitted to the Department of Housing and Community

Development for its review and approval. Dennis Sullivan seconded the motion which, upon roll-call, was passed by a vote 4 to 0.

H). Jamie Eldridge moved that the Acton Housing Authority support the passage of the Community Preservation Act for the Town of Acton and that affordable housing be a major component in the allocation of funds. Dennis Sullivan seconded the motion and all members voted to approve.

6). Regular Meeting adjourned at 6:15 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director