



## ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, September 12, 2000, 4:30 PM at 68 Windsor Avenue, Acton, MA. Present: Diane Poulos Harpell, Claire Kostro, Joseph Nagle, Dennis Sullivan. Naomi McManus/Acton Housing Authority  
Absent: Jean Schoch

- 1). Diane Poulos Harpell, Vice Chairman, called the Regular Meeting to order at 4:30PM.
- 2). Claire Kostro moved to approve the minutes of the Regular Meeting of September 12, 2000. Dennis Sullivan seconded the motion and all members voted in favor.
- 3). Diane Poulos Harpell moved to approve Voucher #191 in the amount of \$371,325.60. Dennis Sullivan seconded the motion and all members voted to approve.
- 4). Executive Director's Report
  - A). Board informed that the developers of the proposed assisted living facility located on the old Wicks Lumber site has asked the Town to allow them to provide three (3) rental units instead of three (3) townhouse units which were to be sold to income eligible elderly Acton residents. The Board felt the Town should negotiate with the developer and ask for nine (9) rental units instead of the three (3) being proposed by the developer.
  - B). The Authority's staff feels the elderly buildings at McCarthy Village did not receive two (2) coats of paint. The painters damaged all 23 elderly's screen doors when they attempted to remove the paint from the screen section of the doors. The E.D. has informed the Department of Housing and Community Development as well as the painting contractor.
  - C). The elderly couple who requested a transfer because of the noise of their neighbor's O2 machine were offered a unit but have declined because the unit was smaller.
  - D). The Board was informed of the probationary status of one of the newly hired maintenance workers. The Director is conducting biweekly evaluations with the employee.
  - E). The Board of Health's letter requesting volunteers to sit on a Citizen's Advisory Committee was noted.
  - F). The Board discussed the letter sent by the Board of Health regarding the failing septic system at Windsor Green was noted.
  - G). The Authority has asked for volunteers to work in the Authority's office was noted.

H). The Board reviewed the letter sent to DHCD regarding the issue of two (2) Russia Cable Companies wanting to provide cable to the elderly Russian residents living at Windsor Green and McCarthy Village.

I). Discussion followed regarding the execution of a formal agreement between the Authority and a family living at McCarthy Village.

5). Old Business

A). Diane Poulos Harpell moved that the Board approve the proposed Grievance Procedure as drafted by the E.D. Claire Kostro seconded the motion and all members voted to approve.

B). Diane Poulos Harpell moved to approve the revised Section 8 Administrative Plan. Joseph Nagle seconded the motion and all members voted in favor.

C). Acton has been awarded by HUD thirty (30) additional Section 8 Housing Choice Vouchers.

D). The Authority's Section 8 Waiting List will be opened for five (5) days from 9/25/00 to 9/28/00.

E). The Authority will meet with Boston Edison at DHCD to discuss the final resolution of monies owed the Authority as a result of Boston Edison's overcharges.

6). Diane Poulos Harpell moved to approve revision #3 of the Authority's Annual Operating Budget for State Housing. Claire Kostro seconded the motion and all members voted in favor.

7). The Regular Meeting adjourned at 5:30 PM. The next Regular Meeting was scheduled for October 19, 2000 at 4:30 PM.

Respectfully submitted,



Naomi E. McManus  
Executive Director