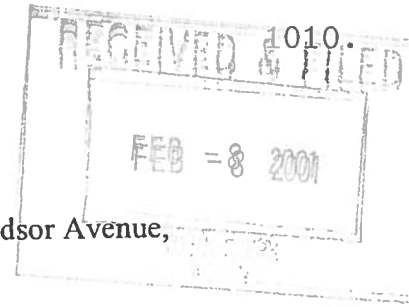


ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, November 21, 2000, 4:30 PM at 68 Windsor Avenue,
Acton, MA



Attendance: Diane Poulos Harpell, Jean Schoch, Dennis Sullivan. Naomi
McManus/Acton Housing Authority
Absent: Claire Kostro and Joseph Nagle

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 4:30 PM.
- 2). Diane Poulos Harpell moved to approve the minutes of the Regular Meeting of October 17, 2000 and the Special Meeting of November 13, 2000. Dennis Sullivan seconded the motion and all members voted to approve.
- 3). Dennis Sullivan moved to approve Voucher #192 in the amount of \$151,144.90 and Voucher #193 in the amount of \$160,419.82. Diane Poulos Harpell seconded the motion and all voted to approve.
- 4). Executive Director's Report
 - A). The Board was informed that the McCarthy Village family who was involved in the July disturbance will move the end of November.
 - B). The Executive Director and Donna McCormack from Cambridge Legal Aid are drafting an agreement which will enable an elderly Windsor Green resident to remain in place with services.
 - C). The Authority sent a letter to Carole Collins, Director of Asset Management at the Department of Housing and Community Development (DHCD), regarding the excellent work that Acton's legal pilot has done.
 - D). The Authority has requested that Housing and Urban Development (HUD) grant exceptional rents to the Acton and Boxboro areas.
 - E). Board informed that the Authority will participate in DHCD's escrow pilot program for its state housing program participants.
 - F). The Route 27 Corridor Study workshop was noted.
 - G). Board informed of the ongoing problems between the Authority's tenants and a tenant that lives below one of the Authority's condo units. The Executive Director has met with the condo association's Board and the condo's legal counselor.
 - H). Board informed of the success of Boston Gas' preventive maintenance and service program for McCarthy Village's gas burners.

I). Board informed the final approval is pending for the reconstruction of the burned apartment building located on 2A.

5). Old Business

A). Diane Poulos Harpell moved that the Executive Director be authorized to sign Boston Edison's agreement based on DHCD's approval. Dennis Sullivan seconded the motion and all members voted to approve.

B). Diane Poulos Harpell discussed the State Contractor's evaluation form for Homer Painting Contractor, Inc. The Board authorized the Executive Director to complete the evaluation form rating the contractor as average.

C). The Russian Cable proposals are due December 4, 2000 at 2:00 PM.

D). Board informed of Caldwell Environmental progress in reducing the water level in Windsor Green's three septic system chambers. Representatives of DHCD had evaluated and approved the fracturing procedure for Windsor Green's septic system as an emergency life and safety matter. DHCD also authorize the Authority to pay the contractor \$12,000 for the fracturing procedure.

E). Diane Poulos Harpell moved to approve and submit the Authority's Grievance Procedure to DHCD. Dennis Sullivan seconded the motion and all members voted to approve.

6). New Business

A). Dennis Sullivan moved to approve the Parent Aide Mentor Contract between Eliot Community Human Service and the Acton Housing Authority. Diane Poulos Harpell seconded the motion and all members voted to approve.

B). Dennis Sullivan moved to approve the submission of the Authority's the Section 8 Annual Plan. Diane Poulos Harpell seconded the motion and all members voted to approve.

C). Diane Poulos Harpell moved to approve the Annual Contract Contributions for the Massachusetts Rental Voucher Program, the Alternative Housing Voucher Program and the Department of Mental Health's Residential Program. Dennis Sullivan seconded the motion and all members voted to approve.

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

Respectfully submitted,



Naomi E. McManus
Executive Director