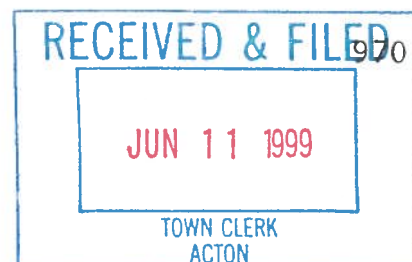


ACTON HOUSING AUTHORITY



Minutes of the Regular Meeting, May 3, 1999, 7:30 pm at 68 Windsor Avenue, Acton, MA.

Present: Dean Cavaretta, Diane Poulos Harpell, Clare Kostro, Joseph Nagle, Jean Schoch. Naomi McManus/Acton Housing Authority

- 1). Jean Schoch, Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). Diane Poulos Harpell moved to approve Voucher #174 in the amount of \$206,416.390. Dean Cavaretta second the motion and all members voted in favor.
- 3). Executive Director's Report
 - A). Discussion followed regarding the salary increases granted by Labor & Industry for the Authority's maintenance staff. There is a possibility one of the staff will be filing an appeal.
 - B). The Jenks Fund has awarded the Authority \$500.00 to send five (5) children to A/B Community Ed. Summer Camp.
 - C). Based on the recommendation of the Executive Director, Dean Cavaretta moved to approve the Rent Reasonable Policy for the Section 8 Rental Program as submitted. Clare Kostro second the motion and all members voted in favor.
 - D). Based on the Executive Director's recommendation Claire Kostro moved to approve the new three (3) member Grievance Procedure as submitted. Joseph Nagle second the motion and all members voted to approve.
 - E). The Department of Housing & Community Development's (DHCD) Management Review (BOAST) of the Acton Housing Authority conducted on June 6, 1998 was discussed. The Executive Director's written response to DHCD's comments will be available for the Board at the next Regular Meeting.
 - F). The Board reviewed Gloucester Housing Authority's request to the AHA for a donation of \$100 to help defray the additional budget cost for the shared Legal Pilot Program. Joseph Nagle moved to authorize the Executive Director to make a donation of \$50.00 from the Authority's Planning & Development Fund. Clare Kostro second the motion and all members voted in favor.
 - G). The Board was reminded to contact the AHA's office if they want to attend NAHO's Annual Conference at Sea Crest for May 23 thru May 26, 1999.

H). Eight representatives from the A/B High School's Senior Class will be doing a Community Service Project at Windsor Green May 7, 1999.

3). Old Business

A). The Board discussed DHCD'S Escrow Pilot Program. No formal action was taken by the Board.

B). The Board discussed DHCD's new Stated Aided Public Housing Lease. Dean Cavaretta moved to adopt and implement the new State Lease. Joseph Nagle second the motion and all members voted in favor.

5). New Business

Discussion followed regarding the Authority's submission of an application for additional 25 Mainstream Vouchers from HUD. The Executive Director is considering a request of more than 25 Vouchers she originally recommended. The Director's final recommendation to the AHA Board will be discussed at the next Regular Meeting.

6). The Regular Meeting adjourned at 9:00 pm. The next Regular Meeting was scheduled for May 17, 1999.

Respectfully submitted,

Naomi E. McManus
Executive Director