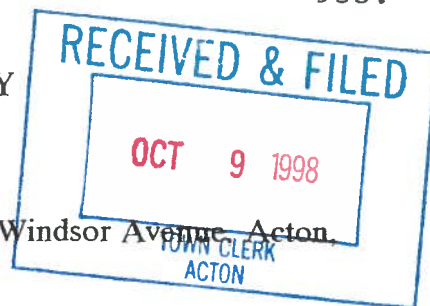


ACTON HOUSING AUTHORITY



Minutes of the Regular Meeting, July 6, 1998, 7:30 pm at 68 Windsor Avenue, Acton, MA.

Attendance: Dean Cavaretta, Diane Poulos Harpell, Claire Kostro, Joseph Nagle, Naomi McManus/ Acton Housing Authority.

Absent: Jean Schoch

- 1). Diane Poulos Harpell called the Regular Meeting to order at 7:30 pm.
- 2). Joseph Nagle moved to approve the Minutes of the Regular Meeting of June 1, 1998. Dean Cavaretta seconded the motion and all members voted in favor.
- 3). Dean Cavaretta moved to approve Voucher #165 in the amount of \$164,124.51 for period ending May 31, 1998. Claire Kostro seconded the motion and all members voted to approve.
- 4). Executive Director's Report
 - A). The Executive Director and Joseph Nagle reviewed with the members the Planning Board's Public Hearing on the rewriting of the Master Plan. The Housing Authority and the Acton Community Housing Corporation were well represented at the Public Hearing and were able to give input for the Town to provide additional "affordable housing".
 - B). The Board requested the Executive Director to provide program information and the Annual Report to the library's time capsule.
 - C). The State Auditors will be conducting their Annual Audit starting July 20, 1998. It is anticipated they will be at the Authority for 6 to 8 weeks.
 - D). The Town has notified the Authority that an additional sidewalk will be constructed in front of Windsor Green running along the roadway to Central Street.
 - E). The Executive Director discussed with the Board past tenants that have left owing rent arrearages:
 - 1). Elderly male tenant died owing \$122.03.
 - 2). A Chapter 705 tenant who was evicted was summoned to Court by the Collection Agent hired by the Authority for the rent arrearage of \$1765.00.

Diane Poulos Harpell moved to write off the rent arrearages of \$122.03 and \$1765.00. Dean Cavaretta seconded the motion and all members voted to approve.

- 3). An elderly tenant who moved without giving a thirty day notice, owed rent of \$171.00.

Joseph Nagle moved to write off the rent arrearage. Motion was seconded by Claire Kostro and members voted to approve.

- 4). A handicapped male evicted by the Authority through the courts owed \$33.29 and damages of \$2,129.00.
5). A 705 tenant evicted by the Housing Authority in June of 1996 owed \$3030.00 in rent and damages.

Diane Poulos Harpell moved to write off the rent arrearage of \$33.29, the tenant damages of \$2,129.00 and the rent arrearage and damages of \$3030.00. The motion was seconded by Joseph Nagle and all members voted to approved.

5). Old Business

The Walk Through to check on the fire repair work of Eliot House is scheduled this week. Board Members interested in attending were asked to call the office.

6). New Business

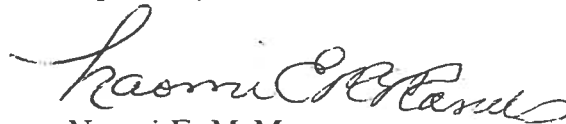
A). The Authority submitted an application to HUD for renewal funding of the Family Self Sufficiency Coordinator's position.

B). The Authority resubmitted an application to HUD for additional funding of 15 Mainstream Section 8 Certificates which was originally requested in FY'97.

C). Diane Poulos Harpell moved to authorize the Executive Director to sign Minuteman Home Care's Memorandum of Understanding. Dean Cavaretta seconded the motion and all members voted to approve.

7). The Regular Meeting adjourned at 9:00 pm. The next Regular Meeting was tentatively scheduled for August 3, 1998,

Respectfully Submitted,



Naomi E. McManus
Executive Director