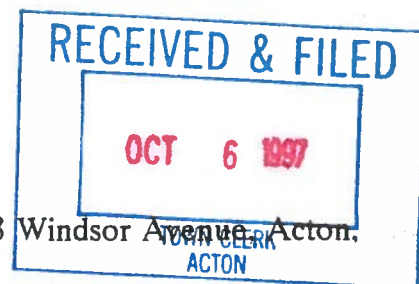


ACTON HOUSING AUTHORITY



Minutes of the Regular Meeting August 18, 1997, 7:30 pm at 68 Windsor Avenue, Acton, MA.

Present: Dean Cavaretta, Diane Poulos Harpell, Jean Schoch, Naomi McManus/Acton Housing Authority

Absent: Tom Dill, Claire Kostro

- 1). Jean Schoch, Vice Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). Dean Cavaretta moved to approve the Minutes of the Regular Meeting of July 7, 1997. Diane Poulos Harpell seconded the motion and all members voted in favor.
- 3). Dean Cavaretta moved to approve Voucher #154 in the amount of \$155,540.08. Diane Poulos Harpell seconded the motion and all members voted in favor.
- 4). Executive Director's Report
  - A). Based on the Executive Director's recommendation Diane Poulos Harpell moved to accept Department of Housing & Community Development's 760 CMR 8.00 Privacy & Confidentiality and 760 CMR 11.00 Modernization & Development of State-Aided Public Housing Regulations. Dean Cavaretta seconded the motion and all members voted to approve.
  - B). Board reviewed a draft of an RFP for Fee Accountant Services. A formal Board vote to accept the draft was deferred until the next Regular Meeting.
  - C). Board informed of Yankee Village Condominium Trust and Pillar House I's policy change regarding a \$50.00 charge to each owner when a new tenant moves into their condo unit. The charge has been implemented due to the additional maintenance & repair work associated with tenants constantly moving in and out.
  - D). Board reviewed Great Road Condo's increased condo fees for the period from July through October. The owners will be charged an additional \$89.00 per unit a month. The Authority's increase fee for the four months will amount to \$1424.00.
  - E). Robert Durand's letter to the AHA regarding the State's final Housing Budget for FY'98 was noted.
  - F). Board reviewed the Executive Director's letter to DHCD informing them of the Authority's Occupancy/Vacancy for period ending 6/30/97.
  - G). The Board reviewed the Executive Director's letter to DHCD regarding their Field Inspection of the Authority's units .

## 5). Old Business

## A). Modernization Work for Windsor Green

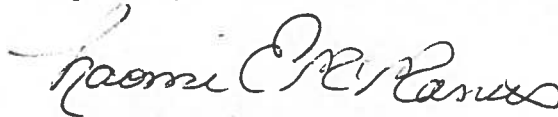
Diane Poulos Harpell moved to approve the Architect's request for payment in the amount of \$2185.84 once DHCD's authorization is received. Dean Cavaretta seconded the motion and all members voted to approve.

B). Board discussed the formal agreement for Payment in Lieu of Taxes signed between the Town and the Authority. It was agreed to table further discussion until the full Board could meet.

C). Board informed that Sullivan Insurance finally has reimbursed the Authority \$6000.00 for the cost to repair/replace Windsor Green's fire panel as a result of a lighting strike July 12, 1994.

6). Regular Board Meeting adjourned at 9:15 pm. The next Regular Meeting was scheduled for September 8, 1997.

Respectfully submitted.



Naomi E. McManus  
Executive Director