



ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of November 6, 1995, 7:30 p.m. at 68 Windsor Avenue, Acton, MA.

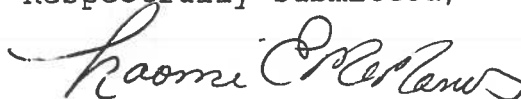
Attendance: Tom Dill, John Noun, Wanda Sharpe, Jean Schoch, Barbara Yates. Naomi McManus/Acton Housing Authority.

- 1). Tom Dill, Chairman, called the Regular Meeting to order at 7:30 p.m.
- 2). Barbara Yates moved that the Minutes of the Regular Meeting of October 16, 1995 be approved as amended. John Noun seconded the motion and all members voted in favor.
- 3). Board deferred approval of Voucher #133 until the next Regular Meeting.
- 4). Executive Director's Report
 - A). Discussion followed regarding a possible candidate to run for the Housing Authority's Seat which will be vacated by Barbara Yates in April.
 - B). It was reported that Intelligen Energy was unable to provide Windsor Green with a reduced energy cost for the heating of the complex.
 - C). MMDT's October interest rate reported at 5.62%.
 - D). The reinspection of Terrace Place will be conducted November 20, 1995, at 9:30 a.m. by the Acton Housing Authority's Staff.
 - E). The Board was informed of EOCD's decision not to replace the radiant ceiling heat panels at Windsor Green as they feel it is not an immediate health and safety issue. The Executive Director is hopeful, that when the exterior wood-rot at Windsor Green is repaired, EOCD will allow the replacement of the porch rails and the radiant ceiling panels.
 - F). The Board reviewed the Department of Transitions (Welfare) letter in which the future programmatic changes for their clients was explained.
 - G). The ongoing problems of a tenant living in one of the Authority's Condominiums was discussed. The Board requested that all expenses, Staff time and any communication be documented for the files.
 - H). Board informed that several of the Local Housing Authority's have begun preliminary discussions on the

possibilities of forming a non-profit regional agency.

- I). The Single Audit Report written by the State Auditors for Fiscal Year 1994 was made available for the Board.
 - J). The annual Festival of Trees will be held December 10th at Acton's Town Hall. Barbara Yates volunteered to be the Authority's representative.
 - K). The Board was informed of the exterior wood-rot in the area of the kitchen and the deterioration of the tile floor in handicapped bathroom at Eliot House. The Executive Director has had EOCD's Staff look at the exterior conditions and has begun contacting local contractors.
 - L). Discussion regarding the actual cost to run the Authority's Parent Aide/Mentor Program by Concord Family Service (CFS) followed. CFS's Executive Director will be forwarding an actual cost breakdown for the Board's next Regular Meeting.
- 5). New Business
- A). The Authority's Annual Meeting was scheduled for December 4, 1995. The Chairman will appoint a Nominating Committee at the next Regular Meeting to be held November 20, 1995.
 - B). John Noun moved that the Section 8 Annual Contribution Contract which will fund the Family Self-Sufficiency Coordinator's position through November of 1996, be signed by the Chairman. Barbara Yates seconded the motion and all members voted in favor.
- 6). The Regular Meeting adjourned at 9:00 p.m.
- 7). The next Regular Meeting was scheduled for November 20, 1995.

Respectfully submitted,



Naomi E. McManus
Executive Director