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DATE May 11, 1994 2:00 P.M.Daniel Powell
for TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of March 7, 1994, 7:30 pm. 68 Windsor Avenue, Acton, MA.

Attendance: Peter Berry, John Noun, Jean Schoch, Barbara Yates. Naomi McManus, Ann Hosmer, Linda Colby/Acton Housing Authority.

Absent: Tom Dill

1). Barbara Yates, Chairman, called the Regular Meeting to order at 7:30 pm.

2). Jean Schoch moved that the Minutes of the Regular meeting of February 14, 1994 be approved. John Noun seconded the motion and all members voted to approve.

3). Peter Berry moved that Voucher #114 be approved in the amount of \$134,950.09. Jean Schoch seconded the motion and all members voted to approve.

4). Barbara Yates asked that the Authority's Annual Meeting be held May 2, 1994. Jean Schoch and Peter Berry agreed to serve on the nominating committee. The Executive Director was asked to check with Tom Dill to see if he would be able to attend.

5). Executive Director's Report

A). The Director recommended that the Board adopt a Veteran's Preference to mirror the State's definition of Veteran for the Section 8 Program. Peter Berry moved that the Board adopt a Veteran's Preference for the Section 8 Program as defined by the State. Jean Schoch seconded the motion and all members voted in favor.

B). It was recommended that the Board write off a rent arrearage for a family which was on the State's "705" Family Housing Program. The Director explained that over the past year several letters have been sent requesting payment of \$56.00 the rent arrearage. The last letter was returned address unknown. Peter Berry moved that the Authority's Fee Accountant be instructed to write off the \$56.00. John Noun seconded the motion and all members voted to approve.

C). The Executive Director informed the Board that she has been subpoenaed to testify in a court case. A MRVP tenant is suing the Town of Boxboro and the Executive Director is being called as a witness for the Town of Boxboro.

D). The State Auditors have begun the Single Audit Review.

E). A meeting with Ardyth Smith of the Concord Probation Office, the Authority's staff and Joanne McCrea was held in the Concord probation department to discuss Ardyth's support of a new program. The program would mandate four hours of parent education on the effects of children whose parents divorce. Ardyth was very interested and stated she would support the program.

F). The Authority is waiting for a formal Summary Process in the eviction of a tenant who rented one of the Authority's condos at Parker Village. Once the Summary Process is received the Authority will have the Sheriff serve notice to the tenant to remove all belongings.

G). MMDT's interest rates for March are 2.96%.

H). A review of the problems that occurred when the washers and dryers were installed at McCarthy Village and Windsor Green followed. The locked maintenance area's alarm system at McCarthy Village was tripped during the installation. Nothing appeared to be taken but the Authority's maintenance staff cannot understand how the system was tripped. A Windsor Green dryer was damaged at the time of installation or shortly afterwards. It is not known how the dryer was damaged.

I). The staff is processing the 498 applications which the Authority received during the five days the Section 8 Waiting List was opened.

J). The Authority has submitted a request to Ayer's Army Base for surplus equipment.

K). The annual fund raising for summer camperships has begun. Last year the Authority raised \$3500.00 to send 33 children to camp and four to summer school.

L). The EPA's status report on the Mobil gas station spillage of gas on the property at Pillar House I, 48 Great Road was discussed.

M). A new legislative bill has been introduced by NAHRO for passage governing non-elderly admission to State Aide Housing for Elderly.

N). The thank you letter to the Junior Women's Club was noted.

O). The availability of funds for Capital Improvement by EOCD was noted. The Authority will apply for monies in EOCD's third round of funding to do preventative maintenance rewiring of the 162 electric storage heaters at Windsor Green.

P). E OCD's memo regarding monies for the Lead Abatement Program was noted.

7). New Business

A). The Authority's Special Grant application to the United Way was reviewed.

B). The Board reviewed the electrical bids for the preventive maintenance rewiring of electrical storage heaters at Windsor green. Jean Schoch moved that the Board vote to approve Day Electric's bid in the amount of \$4396.00. Peter Berry seconded the motion and all members voted to approve.

C). The Board discussed the bids for septic removal at Windsor Green. The Executive Director was asked to contact the two low bidders and verify that the service packages were the same.

D). Peter Berry moved that the new income limits for MRVP be adopted as follows:

MASSACHUSETTS RENTAL VOUCHER PROGRAM
ELIGIBILITY/INCOME LIMITS
EFFECTIVE MARCH 1, 1994

Number of Household Members	200% of Federally Established Poverty Level Standard for Massachusetts
1	\$14,720
2	\$19,680
3	\$24,640
4	\$29,600
5	\$34,560
6	\$39,520
7	\$44,480
8	\$49,440
Over 8	Add \$4,960 for each additional household member

Jean Schoch seconded the motion and all members approved.

8). Old Business

A). An update of the ACHC's Adams Street development followed.

B). Jean Schoch discussed the Regional Housing Task Force Status.

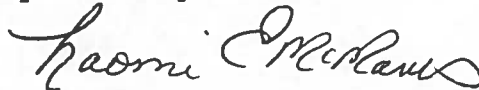
C). NAHRO's Annual Sea Crest meeting May 22-25 was discussed. Any Board members wishing to attend please contact the Executive Director.

D). Jack McBride the developer of a proposed LIP project to be located in North Acton is proceeding. Mr. McBride has stated that a request for easement over the Authority's land will not be sought.

E). The Regular Meeting adjournment at 9:30pm.

F). The next Regular Meeting will be held March 21, 1994 at 7:30pm.

Respectfully submitted,



Naomi McManus
Executive Director