

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 1 February 1982, 68 Windsor Avenue

Attendance: Paul Der Ananian, Marlin Murdock, Joseph Mercurio, Ralph Peek,
James Sargent, Betty McManus, Barbara Yates/Acton Housing
Authority
Mary Reed, Jean Schoch/League of Women Voters

1. Minutes of Regular Meeting, 18 January 1982, approved.
2. Minutes of Regular Meeting, 21 January 1982, approved.
3. Minutes of Executive Session, 21 January 1982, approved.
4. Executive Director's Report
 - A. Board informed that the Civil Defense has a small jeep with a plow; if the snow budget is depleted it might be used to plow Windsor Green.
 - B. Board informed of continued problem with relay switches on water heaters.
 - C. The Authority's lawyer is drafting a "Disclaimer Form" to be reviewed by the Authority.
 - D. Board informed of EOCD's meeting to discuss condominiums with interested housing authorities - date still tentative.
 - E. Ms. Myer has invited Board members and staff to view the Elderly Day Care facilities at the Merriam School.
 - F. Board informed of MMDT at 12.92% in December.
 - G. To date electric storage heater in unit 1C has not been replaced by a larger unit. The maintenance staff has discovered that one of the back hall heating units was malfunctioning. This unit has been repaired. Residents of 1C are to inform the office if the temperature of the unit falls below 68 degrees.
 - H. Board was informed that the Town Planner has prepared a Fair Housing Plan to be presented to the Selectmen for review. The Authority's Section 8 Administrative Plan, Equal Housing Opportunity Plan and Affirmative Action Plan have been incorporated into the document.

5. Old Business

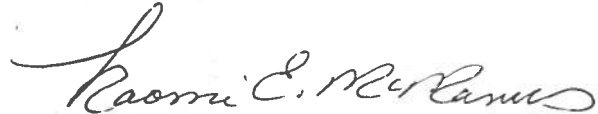
- A. Board informed by Executive Director that the signed Offer to Purchase has not been returned for the 667-2/705-1 Grant.
- B. After a report by the Executive Director, Marlin Murdock moved that the Acton Housing Authority enter into a Purchase and Sale Agreement for the purpose of purchasing two units at Colonial Pines and two units at Parker Village. Ralph Peek seconded the motion. Marlin Murdock moved that contingent on EOCD's approval, the AHA enter into a Purchase and Sale for the purpose of purchasing two units at Yankee Village and to instruct the Authority's lawyer to proceed with drawing up the necessary documents. Joe Mercurio seconded the motion; all in favor.
- C. Policy on Termination of Lease - Incapacitated Individual reviewed and approved.
- D. Minolta copier serviced by Boston Copy Associates of Saugus. In the future the copier may have to be overhauled as the service maintenance of last year's contractor is being questioned.
- E. Annual Report for Town Report reviewed.

6. New Business

- A. Board informed of Legislative Reception February 17, 1982. Jim Sargent will attend and represent the Board. The Executive Director was instructed to contact Acton's State Senator and State Representative to encourage their attendance.
- B. Board informed that EOCD has requested a financial statement showing all payments to Congress Construction and monies still due Congress on Windsor Green. Executive Director will request accountant to submit a final report.
- C. Discussion of Dodge Bids. Board felt it would be an added benefit in securing a good representation of responsible public bids.
- D. Board informed of Chapter 510, an Act Providing the Waiver of Hearing in Certain Housing Authority Procedures.
- E. Board informed of Regional NAHRO Conference, February 5, 1982.
- F. Discussion of EOCD's Computerized Tracking of Modernization and Other Capital Improvements.
- G. Board informed of the possibility of Town employees joining an IRA through Payroll Deduction Plan.

7. Motion made to adjourn at 9:45 P.M.
8. Next Regular Meeting will be Monday, 1 March, 1982 at 7:30 P.M. at 68 Windsor Avenue.

Respectfully submitted,

A handwritten signature in cursive script, reading "Naomi E. McManus". The signature is written in dark ink and is positioned above the typed name.

Naomi E. McManus
Executive Director

ACTON HOUSING AUTHORITY

Minutes of Special Meeting, 7:00 P.M., 8 February 1982, 68 Windsor Avenue

Attendance: Paul Der Ananian, Marlin Murdock, Joseph Mercurio, Ralph Peek,
Betty McManus/Acton Housing Authority
John Hughes, John Travers/Hughes and McCarthy
Mildred Brady, Kathi Maslanka, Peggy Hartman/Citizens Advisory
Committee

Absent: James Sargent/Acton Housing Authority
Ann Anderson, David Deloury, Whit Mowry, Ruth Stearns/Citizens
Advisory Committee

1. Meeting called to order by Joseph Mercurio, Vice Chairman. Paul Der Ananian announced that he would not seek reelection as a Board Member of the Authority. Vice Chairman informed the Board and Advisory Committee of Jim Sargent's injury.
2. Marlin Murdock made a motion to move into Executive Session for the purpose of discussing acquisition of real property. Motion seconded by Ralph Peek. The Vice Chairman stated that the Special Meeting would not reconvene after the Executive Session. A roll call of the Board was called by the Vice Chairman:

AYES

NAYES

Marlin Murdock
Paul Der Ananian
Ralph Peek
Joseph Mercurio

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3. Special Meeting adjourned at 7:20 P.M.
4. Next Regular Meeting will be March 1, 1982 at 7:30 P.M.

Respectfully submitted,



Naomi E. McManus
Executive Director