

ACTON HOUSING AUTHORITY

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

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

Absent: Paul Der Ananian/Acton Housing Authority

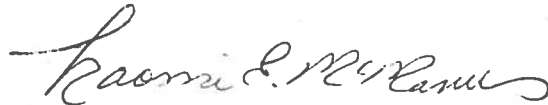
1. Minutes of Regular Meeting, 1 February 1982 approved.
2. Minutes of Special Meeting, 8 February 1982 approved.
3. Minutes of Executive Session, 8 February 1982 approved.
4. Executive Director's Report
 - A. Marlin Murdock will contact John Nolin with regard to asking a third person to serve on the Grievance Committee as a representative of the community.
 - B. NAHRO's Annual Meeting in Falmouth, Massachusetts will be held from May 16 through the 19th.
 - C. Another applicant is being considered for the available handicapped unit.
 - D. Board was asked to set a policy to cover the situation where one resident of a "double" unit no longer resides with the other member.
 - E. State auditors were at the Housing Authority's office to review their financial books for twelve days.
 - F. Annual inspections of all units at Windsor Green will be conducted over the next few weeks.
 - G. Two elderly residents of Windsor Green who have been placed in nursing homes after hospitalization will have a sixty day review by the Authority's staff in the next few weeks. This review will determine their ability to live independently in the future.
5. Old Business
 - A. Signed Option on 667-2 and 705-1 Grant has not been received to date.

- B. Two condominium units in Yankee Village have been purchased by the Authority effective 3/1/82. Two condo units at Parker Village will be purchased 3/15/82 and two condo units at Colonial Pines will be purchased on 4/1/82.
 - C. Formal application for the 705 Waiting List will be held 3/6/82 at 8:00 A.M. to 12 noon at the Authority's office.
 - D. EOCD has been sent a letter stating all payments paid to the General Contractor. EOCD will send close-out and final papers in the next few weeks.
 - E. Board reviewed "disclaimer form" which will be signed by any resident unable to move his/her car during snow removal.
 - F. A discussion of the Fair Housing Plan followed in which the Board felt they could be better informed in a copy of the proposed plan were made available to them. Ms. Baine from the Planning Board had requested the Authority's comments on the need for a plan and how the Fair Housing Committee should be formed. After much discussion, the Executive Director was instructed to inform the Planning Board that until the plan was made available to the Authority, any comments would be difficult. The Acton Housing Authority board felt that if a committee was to be formed to monitor the Fair Housing Practices of the town that this should be a new committee with only that duty.
6. New Business
- A. A request for increased maintenance time and clerical hours was presented to the Board by the Executive Director.

Joseph Mercurio moved that the Executive Director rewrite the conditions of employment on the Maintenance Mechanic/Laborer to reflect the additional five hours weekly (from 35 to 40 hour work week) based on EOCD approval. Ralph Peek seconded the motion. Unanimous approval.
 - B. Marlin Murdock requested the Executive Director to meet with the Authority's accountant, to find where the additional monies to pay the increased clerical help would come from and to report back to the Board.
 - C. Board informed of possible Section 8 landlord's concerns regarding commitment required by signing H.A.P. Contract.
 - D. Board will state the Housing Goal of the Authority at the next Board Meeting.
 - E. Newsletter to Windsor Green residents discussed.

7. Motion made to adjourn at 9:30 P.M.
8. Next Regular Meeting will be Monday, 15 March 1982, 7:00 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