

ACTON HOUSING AUTHORITY .

Minutes of Regular Meeting, 7:30 P.M., 19 July 1982, 68 Windsor Avenue

Attendance: Joseph Mercurio, Ralph Peek, James Sargent, Marianne Maguire, Betty McManus/ Acton Housing Authority .
Mary Reed/ League of Women Voters
Robert Crowley/ Beacon Publishing

Absent: Marlin Murdock .

1. The Regular Meeting was called to order by Ralph Peek, Chairman, at 7:30 P.M.. Minutes of Regular Meeting, 28 June 1982 were approved.
2. Minutes from Executive Session, 28 June 1982 were approved.
3. Executive Director's Report
 - A. Letter sent from the Authority's lawyer to Joseph Landis, Executor of Laffin Property, stating the deliverance of a Contour plan of site located on Willow Street.
 - B. Board reviewed the five (5) month Comparative Operating Budget of the Authority.
 - C. Quarterly reports from fee accountant are available for review by Members of the Authority.
 - D. Board informed of handicapped resident's request of an additional handrail to be installed in the shower area. The Board felt a letter should be sent to the resident outlining conditions which must be met to allow the handrail.
 1. Cost of installation to be paid by resident ,
 2. Handrail must remain with unit even if resident moves out.
 3. The Executive Director will review with the private contractor the installation of the additional handrail. The contractor must be held liable for his work if there are problems in the future.
 - E. Letter from Edward S. Schwartz Accounting Firm notifying Board of additional CPA member to staff.
 - F. Board informed of Wednesday's 7/21/82 appointments to look at available Condo units at Parker Village and Yankee Village.
 - G. Mr. Plamondon, an abbutter to McCarthy Land, (proposed site of new complex 667-2/705-1) will meet with the Executive Director at 10 A.M. on Wednesday 7/21/82

H. Annual Meeting of Condo owners at Yankee Village has been changed to 7/27/82 at 7:30 P.M..

3. Old Business

- A. Executive Director informed Members that two appraisers have been hired to appraise the McCarthy site. One report is complete, the other will be available for review at the end of the week.
- B. Board reviewed letter sent by Parker Village Condo Owner's. Executive Director will follow up on when the Annual Meeting will be held.
- C. A review of Minuteman Home Care Proposal. Based on Executive Director's recommendation, the Authority will not apply for the grant.
- D. MMDT is currently at 13.80%.

4. New Business

- A. Letter reviewed from MARC informing the Authority of proposed DMH cuts. The Executive Director explained that she had sent a letter to Atkins, Cole, and Loring informing them of proposed cuts and what it would mean to three residents at Windsor Green. She further stated Atkin's office had called on 7/19/82 to inform the Authority that there will not be any service cuts to the residents living at Windsor Green.
 - B. Residents of Windsor Green have requested that a step be added outside the sliders of the Community Building to facilitate the elderly to get outside safely. Board reviewed the request and instructed the Executive Director to have the Maintenance person install a cement step outside of the grass side door of the Community Building.
 - C. Board informed of EOCD's Change Order Submission Requirements.
5. James Sargent made a motion to move into Executive Session for the purpose of discussing Appraisal Report of McCarthy site. Motion seconded by Joseph Mercurio. Ralph Peek, Chairman, called for a Roll Call vote:

AYES

Nayes

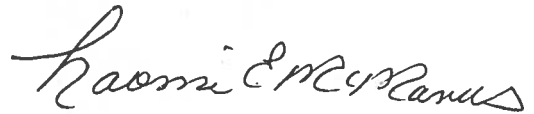
Joseph Mercurio
Ralph Peek
James Sargent
Marianne Maguire

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The Chairman announced that the Regular Meeting would not reconvene after the Executive Session.

6. Regular Meeting adjourned at 8:40 P.M..
7. Next Regular Meeting will be 16 August 1982, at 7:30 P.M..

Respectfully submitted,



Naomi E. McManus
Executive Director