

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 23 February 1981, 68 Windsor Avenue

Attendance: Joseph Mercurio, Marlin Murdock, James Sargent, Betty McManus
Barbara Yates/Acton Housing Authority
Mary Reed, Jean Schock/League of Women Voters

Absent: Ann Courtright, Paul Der Ananian/Acton Housing Authority

1. Minutes of Regular Meeting of 19 January 1981 were approved.
2. Minutes of Special Meeting of 26 January 1981 were approved.
3. Minutes of Regular Meeting of 2 February 1981 were approved with spelling correction on name of Harold Ledgard as an appraiser.
4. Minutes of Executive Session were approved with spelling correction of "decided" in phrase "the Board decided".
5. Treasurer's Report

Joe Mercurio notified the Board that the Revolving Fund Account at Middlesex Institution for Savings has been set up as requested by the accountant.

6. Executive Director's Report
 - A. Increases in the HUD Utility Allowance for the Section 8 Rental Assistance Program.
 - B. Discussion of the Comprehensive General Liability Insurance with Corroon & Black.
 - C. Report on Ad Hoc Housing Committee.
 - D. Discussion of service contract with Minolta - Board voted to have the Director engage in a service contract with Minolta at \$325.00 a year.
 - E. Discussion of damaged bathroom sink at Windsor Green. Executive Director felt that the condition was not the fault of the tenants, but the General Contractor assessed that the crack was caused by an object dropped in the sink. The Board voted to replace the sink at no cost to the tenant.
 - F. The Board was notified that EOCD has a Section 8 tenant in Acton.
 - G. Executive Director requested formal Board approval on hiring Charles Landry as the Maintenance Mechanic/Laborer for Windsor Green. Marlin Murdock moved that the Board approve the hiring of Mr. Landry with salary retroactive to first day of employment.

- H. The Board was notified that Peter Bulkeley Congregate Housing in Concord is accepting applications.
- I. Board informed of pending bills before the Urban Affairs Committee relating to Mass. Home Mortgage Finance Agency.
- J. Year-end financial report from Edward Schwartz presented.

7. Old Business

- A. Board voted to approve the Employee's Handbook and to submit a copy to EOCD.
- B. Marlin Murdock moved that the Chairman be authorized to execute the Architect's Contract. Joseph Mercurio seconded the motion with all members approving.

Ayes

Nayes

Joseph Mercurio
Marlin Murdock
James Sargent

0

- C. Land acquisition discussion moved to Executive Session.
- D. Jim Sargent notified the Board that EOCD has approved the architect's request for additional lighting of the grounds at Windsor Green. Executive Director instructed to contact Ken DiNisco for him to institute a change order.

8. New Business

- A. The Massachusetts Depository Trust will hold a workshop on March 20, 1981, at the Sheraton in Boxboro.
- B. Marlin Murdock moved to accept Edward Schwartz as the CPA firm to do the 24 month audit on Section 8 Programs. Seconded by Jim Sargent. Approved by Jim Sargent and Marlin Murdock with Joe Mercurio casting a negative vote.
- C. Executive Director was instructed to check to make sure that Howard Gorney has recorded Orders of Condition for Windsor Green in Registry of Deeds.
- D. Jim Sargent notified the Board that Howard Gorney would be leaving Schier, Schier & Graham. The Board felt it would still remain with the law firm regardless of personnel change.
- E. Jim Sargent discussed meeting with EOCD, the Authority, and the Ar on 23 February 1981. A new time schedule was given to the Autho

- F. The Board was notified that Ralph Peek has taken out nomination papers for the vacant position of Housing Authority board member.
9. Motion made to move into Executive Session for the purpose of discussing tenant-landlord relationship and land acquisition. The Regular Session will not reconvene.

Ayes

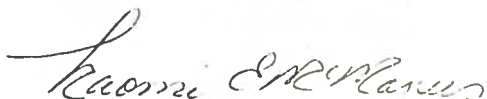
Nayes

Joseph Mercurio
Marlin Murdock
James Sargent

0

10. Next Regular Meeting 7:00 P.M., 2 March 1981, 68 Windsor Avenue.

Respectfully submitted,



Naomi E. McManus
Executive Director