

DATE APR. 16 1980

## ACTON HOUSING AUTHORITY

*Lynne R. Lesure*  
TOWN CLERK, ACTON

Minutes of Regular Meeting, 7:30 P.M., 7 April 1980, Acton-Boxborough  
Regional High School

ATTENDANCE: Joseph Mercurio, James Sargent, Paul DerAnanian, Betty  
McManus/Acton Housing Authority  
Frank Averett, Nellie Campbell, Ruth Gill, Anne Staples/  
Citizens Advisory Committee  
Mary Reed/League of Women Voters  
Marlin Murdock

1. In the absence of the Chairman and the Vice-Chairman, Mr. Mercurio -  
assumed the duties of Chairman Pro-Tem.
2. Minutes of the Regular Meeting of 17 March 1980 were approved.
3. Architect's Report

The Secretary referred to Inspection Report No. 54 and noted that  
the construction was generally on schedule.

He also distributed copies of Change Order No. 11 to the Construc-  
tion Contract, for approval. This order was requested by DCA as a  
safety measure and adds a split rail fence behind the entire length  
of Building No. 2.

MOVED: To approve Change Order No. 11 to the Construction  
Contract between the Authority and Congress Construc-  
tion.

VOTED.

4. Treasurer's Report

The Treasurer reported that \$150,000 is coming due and will be  
deposited in the bank to cover current bills.

He also read a letter he has sent to DCA indicating the additional  
funds (about \$89,600) necessary to complete construction at Windsor  
Avenue.

5. Coordinator's Report

The Coordinator asked approval of a reciprocal agreement with Concord  
to allow an applicant with a Concord certificate to go into an apart-  
ment in Village Arms, Acton.

MOVED: To approve the use of a Concord certificate for an  
applicant to go into Village Arms, Acton.

VOTED.

A corrected ACC, increasing the funds for Acton has been received  
from DCA.

MOVED: To approve the 4th Amendment to the Chapter 707 ACC.

VOTED.

Selectman Jeanne Kangas of Boxborough has asked the Authority to meet with her on 15 April at 10 A.M. to help her explore ways in which Boxborough can provide low-income family and elderly housing for its residents. All members are invited.

HUD has responded to our letter of interest in the Congregate Housing Services Program, noting that only conventional federally-financed public housing projects and "202" projects were eligible, thus ruling out Acton.

Betty has applied for seven additional Chapter 707 units; DCA has stipulated that their availability is dependent upon our guarantee to have them occupied by 1 July 1980.

SIMCO, one of our landlords, has agreed to abide by the 5.3% annual adjustment factor for Section 8 rental units.

Two of our subsidized tenants are pending eviction; Betty is trying to straighten these out and indicated that a letter regarding one of the tenants is in the mail, and that she has been unable to contact the second. The Authority agreed with Paul DerAnanian's suggestion that Betty should send the tenant a certified letter, with a Return Receipt requested, explaining our position.

#### 6. Old Business

A letter has been received from Howard Gorney, the Authority's Attorney, stating that the Authority is required to submit a Job Description for Executive Director to DCA for approval, after which advertisements can be placed in local and regional newspapers.

The Secretary noted that Ann Courtright was to present a job description for Executive Director at this meeting, and that it is imperative that a Director be hired as soon as possible. Consensus was that at the next meeting a Job Description must be approved for submittal to DCA.

In accordance with the new Regulations for Eligibility, 1 April 1980, the Authority is required to submit its revised net income limits to EOCB for approval within ninety days after the effective date of the regulations. The Secretary will submit such a letter, indicating in addition that the Authority agrees with the Eligibility Requirements.

Paul DerAnanian reported that he had looked at the duplex described during the last meeting as a possible acquisition under the Chapter 705 Scattered Site Program. His research indicates that the property is not suitable for Chapter 705 Rehabilitation.

#### 7. New Business

At the request of members of the Citizens Advisory Committee, the

Authority agreed to hold an Open House for prospective tenants at Windsor Green from 9 A.M. to 12 noon on Saturday, 10 May 1980. The Secretary will get approval from Congress Construction Company and coordinate arrangements.

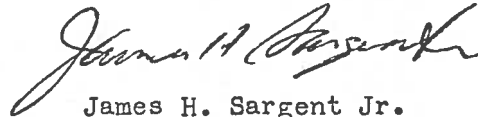
8. Secretary/Correspondence

EOCD has asked for letters of interest in applying for the Chapter 689 Housing Program for the Handicapped, under which the Authority would buy property and lease it to a human services provider for administration of the program. Consensus of the Authority was that at the present time it could not participate in this program.

Lawrence Mullings, the DCA Management Field Representative for Acton, will visit the Authority at 10:30 A.M. on Thursday, 17 April 1980, at the Town Hall. DCA has forwarded a survey questionnaire to be completed prior to that date. Betty and Jim will complete the questionnaire.

9. Next Meeting: Monday, 14 April 1980, 7:30 P.M., ABRHS Guidance Library

10. The meeting adjourned at 9:30 P.M.



James H. Sargent Jr.  
Secretary  
Acton Housing Authority



## ACTON HOUSING AUTHORITY

Windsor Avenue  
P.O. Box 681  
Acton, Massachusetts 01720  
617/263-5339

*amp.*  
*4-15-80*

April 2, 1980

Ms. Lydia Lesure  
Acton Town Hall  
Acton, Ma. 01720

Dear Ms. Lesure:

The Acton Housing Authority would like your office to verify the names listed below as current residents of Acton according to the 1980 Official Street List of Persons Seventeen Years of Age and Over as published by the Board of Registrars of Voters.

If there are any questions pertaining to this request please contact me at 263-5339. Thank you in advance for your time and cooperation.

- Elizabeth Tuttle-68 Spruce Street, Acton *ok.*
- John Nolin-121 Great Road Apt.#J, Acton *ok.*
- Esther Spaulding-390A-#2 Great Road, Acton *ok.*
- Roberta McCarthy-388 A Great Road, Acton *ok.*
- Eva Landry-50 Main Street, Acton *ok.*
- Cara Young-19 Davis Road Apt.#B-9, Acton *ok.*
- James Phillips-Bld.#2, Apt.#16, 271 Mass Ave. Acton *ok.*
- Jocelyn Dunn-7 Bayberry Road Apt.J, Acton *ok.*
- Thomas Thornton-67 Central Street, Acton *ok.*
- Edith O'Leary-62 Piper Rd. Acton *ok.*
- Ruth Tompkins 14 G Wampus Ave. Acton *ok.*
- Nellie Campbell-596 Mass Avenue, Acton *ok.*
- Malvina McPherson-109 Prospect St. Acton *ok.*
- Margaret Carlson-16 Strawberry Hill Rd. Acton Apt.#14C *ok.*
- Bernice Goershel-18 Oneida St. Acton *ok.*
- Margaret Herbert-20 Stow St. Apt. #4, Acton *ok.*
- Albert Letson-5 Old Colony Lane, Acton *ok.*
- Fawnie Parmley-121 Great Rd. Apt.M, Acton *ok.*
- ~~Dorothy Hatfield-14 Maple St. Acton~~
- Mary Kinch-274 School Street, Acton *ok.*
- Theodore Gaudreau-9 Durkee Rd. Acton *ok.*
- Edith Simeone-21 Independence Rd. Acton *ok.*
- Roland Grant-Yankee Village, Bld. 2, apt. 19, Acton *ok.*
- Arlene Howe-14 Wampus Ave. Acton *ok.*
- Madine Leavitt-297 Central St. Acton *ok.*
- Bessie Beach-265 Arlington St. Acton *ok.*
- James Carey-16 Iris Court, Acton *ok.*
- ~~Edward Eskesen-12 Lilac Court, Acton~~
- Hannibal Holley-95 Parker St. Acton *ok.*
- Georgianna Beaudoin-531 Great Rd. Acton *ok.*
- Mary Bimbo-122 Stow St. Acton *ok.*
- add* Christine Ricard-50 Spruce St. Acton *ok.*
- Margaret McGuirk-4 Iris Court, Acton *ok.*
- Bessie Butterfield-428 Great Rd. Acton *ok.*
- ~~Katherine Wyman-18 Juniper Ridge Road, Acton~~
- Ruth Gill-426 Great Road Apt. 10, Acton *ok.*
- Margaret Kramer-6 Baxter Road, Acton *ok.*



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Eva Hampson-70 Spruce Street, Acton *ok.*  
Alice Egan-14 Strawberry Hill Road, Acton *ok*  
Euseba Reed-16 Maple Street, Acton *ok.*  
~~James~~ James McGuire-264 Central Street, Acton *ok*  
Oscar Elfman-3 Magnolia Drive, Acton *ok*  
Edwin O'Brien-5 Fletcher Court, Acton *ok*

I need the verification in writing as this will be important when determining the placement of individuals on the Waiting List for Elderly Housing Project. Again, thank you for your time.

Sincerely,

*Betty McManus*

Betty McManus  
Rental Subsidy Coordinator  
Acton Housing Authority