

Town Clerk

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Ludie R. Tesoro

TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 1 May 1980, Acton-Boxborough Regional High School

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

- 1. In the absence of the Chairman and the Vice-Chairman, Mr. Mercurio assumed the duties of the Chairman Pro-Tem.
- 2. Executive Session

The Chairman announced that an Executive Session is necessary, to comply with the provisions of MGL 121B and 760 CMR; Department of Community Affairs.

MOVED: To go into Executive Session for the reason stated.

VOTED:

AYE	NAY
Joe Mercurio	
James Sargent	None
Paul DerAnanian	
Marlin Murdock	

Mr. Mercurio stated that the Authority will reconvene the Regular Meeting after the completion of the Executive Session.

(Minutes of Executive Session on file in Authority's records.)

- 3. Minutes of the Regular Meeting of 17 April 1980 were approved, with the following addition:

Page 20, Section 8 (Executive Director); add the phrase, "as Chairman," after the name of Marlin Murdock.

- 4. Secretary/Communications

Latest inspection reports for Windsor Green were distributed. Of note were the efforts to control the erosion of the slope behind Building No. 2 and the decision to tone down the exterior paint color on all buildings.

Members of the Acton Garden Club will attend the next inspection meeting, to discuss their input with flower plantings for Windsor Green.

The Massachusetts Special Commission Concerning State and County Buildings ("MBM Commission") has filed legislation for construction reform which would repeal the filed sub-bid law, replace it with a bid listing law (based on Federal procedures), and allow turnkey

development. Letter from the Commission asks our support by contacting our State House representatives.

5. Coordinator's Report

Our fee accountant has asked for an increase in his monthly fees for services: a \$5 increase (to \$55) for Section 8 and a \$5 increase (to \$15) for Chapter 707.

MOVED: To approve an increase in the Authority's Accountant's fees from \$50 to \$55 for Section 8 services, and from \$10 to \$15 for Chapter 707 services.

VOTED.

The Chapter 707 ACC has been returned to DCA. As soon as funds are forwarded, Betty can issue certificates to five people on the waiting list.

Betty has asked HUD for a 20% increase in Fair Market Rent in Acton over that published at the end of March.

Owners of Briarbrook Village have sent a letter to the Authority regarding malicious damage to an apartment occupied by one of our tenants. The damage has been repaired. Betty has sent a letter to the tenant that if this type of damage recurs, it will be grounds for eviction.

Over twenty applications have been mailed since 1 April 1980 to prospective tenants for Windsor Green. One has been returned and requires additional information before processing.

The eviction problems with two of our tenants have been satisfactorily resolved.

6. Treasurer's Report

Joe Mercurio stated that the Authority's finances were in good shape and that he is looking into investing some of our funds in the Massachusetts Depository Trust for the future.

7. Unfinished Business

Tenant Selection: Betty reported that one two-person, two one-person, and two handicapped apartments remain unfilled at Windsor Green, but that she has mailed out at least 25 applications to potential tenants, indicating a full project by 1 July 1980.

The Secretary noted that we have not received word from DCA on new income limits for Acton's state-assisted housing.

MOVED: That the Secretary will submit a release to the Press regarding new income limits for Acton low-income housing, as soon as approval is received from DCA.

VOTED.

Executive Director: Marlin Murdock presented a job description for Executive Director, which his committee has prepared for submitting to DCA.

MOVED: To accept the Executive Director Job Description as presented by the authorized committee, to authorize the Secretary to submit this Job Description to DCA for approval, and to authorize the Secretary to advertise for this position in the media at the first opportunity after receiving verbal approval from DCA.

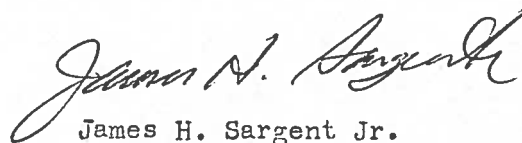
VOTED.

8. New Business

Open House, 10 May 1980, 9 A.M. to 12 noon: Jim Sargent noted that at the Windsor Green Open House for prospective tenants two buildings containing typical apartments of the three available types will be open for inspection, as well as the Community Building. Our current insurance policy covers events such as this, so that a special one-day policy is unnecessary. Congress Construction Company has been so informed. The insurance company insists that smoking will not be allowed in the interior of any building, since the Authority has not accepted them as yet.

Betty McManus will provide coffee/tea service, Mary Reed/LWV will help her, and members of the Authority and the Citizens Advisory Committee will be available for conducting visitors through the area.

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



James H. Sargent Jr.
Secretary
Acton Housing Authority

ACTON HOUSING AUTHORITY

Minutes of Annual Meeting, 9:30 P.M., 1 May 1980, Acton-Boxborough
Regional High School

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

1. In the absence of the Chairman and the Vice-Chairman, Mr. Mercurio presided.
2. Joe Mercurio stated the purpose of the Annual Meeting: to elect officers of the Authority and conduct other business as necessary thereto.
3. Joe Mercurio, Chairman of the Nominating Committee, presented the following recommendations for Authority officers for the coming year:
 - For Chairman: James Sargent
 - For Vice-Chairman: Ann Courtright
 - For Treasurer: Joseph Mercurio
 - For Secretary: Marlin Murdock

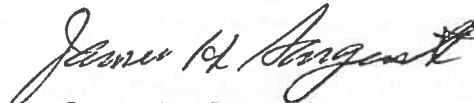
Mr. Mercurio asked for further nominations from the floor but received none.

MOVED: That the Secretary be instructed to cast a single ballot to elect the slate of officers recommended by the Nominating Committee, for the period 1 May 1980 until the date of the next Annual Meeting.

VOTED.

The Secretary will send official notice of the action to DCA and to the Acton Board of Selectmen.

4. The Annual Meeting adjourned at 10 P.M.



James H. Sargent Jr.
Secretary
Acton Housing Authority