

DATE SEP. 6 1979

ACTON HOUSING AUTHORITY
P.O. BOX 236
ACTON, MASSACHUSETTS 01720

Lydia L. Brown
TOWN CLERK, ACTON

Minutes of Regular Meeting, 7:30 P.M., 30 July, 1979, Acton-Boxborough
Junior High School

ATTENDANCE: Ann Courtright, Joseph Mercurio, James Sargent, Paul DerAn-
anian/Acton Housing Authority
Frank Averett, Ruth Gill, Anne Staples, Charles Rogers,
Cleon Phelps/Citizens Advisory Committee
Barbara Yates/League of Women Voters
Kenneth DiNisco/DiNisco Associates, Inc.
Michael Shatteow/MAPC

1. MAPC - Housing Opportunity Plan

Michael Shatteow, Metropolitan Area Planning Council, discussed the advantages of Acton's participation in MAPC's Housing Opportunity Plan, which would allow MAPC to administer HUD funds for use by cities and towns in its area. Following Mr. Shatteow's presentation, Ann Courtright offered a rebuttal, stating that the HOP seemed to be oriented to large cities, and that it was very unlikely Acton would ever benefit from such a plan.

2. Architect's Report

Requisition: The Architect indicated that the requisition for payment from Congress Construction for the month of July was \$143,790.00.

Change Order No. 2: The Architect submitted for approval Change Order No. 2 for the addition of seventeen (17) benches in the amount of \$6,545.00. The Authority approved the Change, which was signed by Ann Courtright.

Progress Report: The project is approximately six (6) weeks behind schedule due to previous rain and delays in the foundation work. The Contractor is working on weekends in an attempt to get back on schedule.

Carpet Samples: Carpet samples previously submitted were reviewed once again. The following carpet colors were selected:

Herculon IV

- a. No. 302 Windsor Tan - Typical apartment & Community building corridor
- b. No. 612 Temple Brick - Community building meeting room

Kitchen Cabinet Sample: A sample of the kitchen cabinet doors (oak) was submitted and favorably received.

Clerk of Works: The Architect informed the Authority that Ray Sullivan had requested a salary increase. Ray's contract is fixed at \$350/week for the duration of the job.

After some discussion it was agreed that the Clerk's salary would be reviewed after six (6) months which coincides with the next regularly scheduled meeting in September.

3. Minutes of the 2 July 1979 Regular Meeting and Annual Meeting were approved.

4. Treasurer's Report

The Treasurer reported that finances are in order and that our accountant will work with him during the last week in August.

5. Coordinator's Report

The Coordinator being on vacation, the Secretary submitted a written Monthly Report from Betty McManus (attached to and made a part of these minutes).

After some discussion, the Authority directed the Secretary to forward Betty's memo to the Board of Selectmen to be appended to our letter of 13 July 1979 recommending non-participation in MAPC's Housing Opportunity Plan (letter to Board of Selectmen is attached to and made a part of these minutes).

The Coordinator's request for an Annual Review of Salary was tabled until the next meeting, so that it can be discussed with everyone concerned present.

6. Old Business

Chapter 705 Family Housing: The Authority has received a Request for Proposal from DCA for Chapter 705 Family Housing (low-income, large-family). The Secretary and the Coordinator will explore with a local realtor our ability to respond, since it appears that our options are new construction (land acquisition) or acquisition and rehabilitation of existing housing.

Laundry Proposals: Paul DerAnanian reported that he had studied the three proposals received for leasing of washers and dryers in the Windsor Avenue Community Room and had also solicited opinions of several accountants who deal with companies supplying such equipment. He recommended the selection of Mac-Gray Company, Inc. of Cambridge for this service.

MOVED: That the proposal of Mac-Gray Company, Inc. of Cambridge be accepted for providing washers and dryers in the Windsor Avenue Housing, and that the Authority's Architect notify Mac-Gray Company to prepare a lease agreement for processing with the Authority

VOTED.

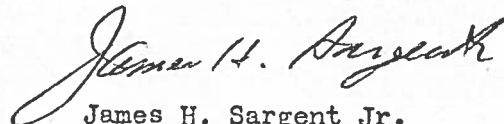
7. Secretary/Correspondence

Tenant Selection Procedures: Jim Sargent reported that he has met with Fran Pulver, DCA Field Representative (Housing Management) for Acton, to discuss Tenant Selection Procedures for Windsor Avenue. Mr. Pulver reiterated that DCA will allow priority to be given to Acton residents, that the Tenant Selection Procedures followed by Acton must follow DCA procedures and be fair, equitable, and consistent, and that Acton's Tenant Selection Procedures must be submitted to DCA for approval before implementation.

The Authority directed the Secretary to invite all members of the Acton Council on Aging to attend the next Authority meeting, for their input to the discussion of Tenant Selection Procedures.

8. Next Meeting: Monday, 10 September 1979, 7:30 P.M., Room 312,
Acton-Boxborough Junior High School

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



James H. Sargent Jr.
Secretary
Acton Housing Authority

ACTON HOUSING AUTHORITY
P.O. BOX 236
ACTON, MASSACHUSETTS 01720

1 August 1979

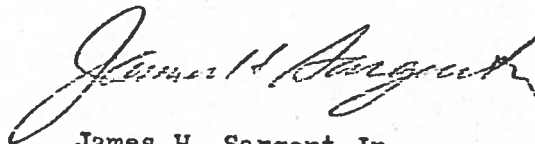
Ms. Joan Gardner, Chairman
Board of Selectmen
Town Hall
Acton, Mass. 01720

Dear Ms. Gardner:

The members of the Acton Housing Authority have asked me to forward to you the enclosed monthly report from Betty McManus to the Authority for your information. We suggest that it be appended to our letter of 13 July 1979, in which we recommended Acton's non-participation in MAPC's Area Housing Opportunity Plan (HOP). The first section of the enclosed report is of special interest, and related to the HOP proposal, because we do not envision MAPC as being able to help us at all on our Rental Assistance Programs--a real need in Acton--since the Small Cities Grants and Urban Development Action Grants do not usually address this problem.

The Authority trusts that the information is helpful in understanding Acton's housing Needs.

Sincerely yours,



James H. Sargent Jr.
Secretary
Acton Housing Authority

ACTON HOUSING AUTHORITY
P.O. BOX 236
ACTON, MASSACHUSETTS 01720

July 30, 1979

To: Acton Housing Authority

From: Betty McManus-Rental Assistance Coordinator

Subject: Monthly Report to Housing Authority

HUD Program-

Recommended by HUD Office Washington to keep Boston Area at same Fair Market Rent as last year. The Acton Program has a 10% above that now- If this proposed FMR is not change Acton will have to apply for another 10% a 20% over 79-80 proposed FMR. This may mean the end of towns like Acton participating in Rental Assistance Programs.

I have sent letters to all Senators-Governor-Lt. Governor-State Senators & Representative for the Acton Area-Also a letter to the Federal Register voicing our opposition to the proposed FMR.

I have also voiced our dissatisfaction with the elimination of the area economist for Boston-Washington wants this power to be in Washington instead of Boston- Would prove to be a sever problem to Housing Authorities when they would have to ask for % increases over FMR- Washington is not always hearing the Northeast problems.

New Acc Contract is OK'd one elderly person under lease as of August 1st.

707 DCA Program-

Awaiting increase in ACC money-now that State budget is passed we should be notified soon.

Section 8 Moderate Rehab. Program-

Negative recommendation for applying-Spoke to HUD Rep. and she stated that a small Housing Authority would not be able to apply due to the volumes of paper work in filling out application-Also the money usually goes to larger cities.

See request for Salary increase-Annual Cost of Living Increase-