

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

RECEIVED & FILED

DATE FEB 2 1979

Catherine Belbin
Asst. TOWN CLERK, ACTON

Minutes of Regular Meeting, 7:30 P.M., 21 December 1978, Acton-
Boxborough Junior High School

ATTENDANCE: Ann Courtright, Robert Storella, Joseph Mercurio,
James Sargent, Paul DerAnanian, Betty McManus/
Acton Housing Authority
Cleon Phelps, Frank Averett, Anne Staples, Nellie
Campbell, Rosemarie Durkin/Citizens Advisory Com-
mittee
Kenneth DiNisco/DiNisco Associates, Inc.

1. Minutes of the 20 November 1978 meeting were approved.
2. Coordinator's Report: Betty McManus noted that one of our land-
lords wishes to raise his rent on a Chapter 707 rental assistance
unit to \$289 per month, which is a substantial increase but still
within the allowable maximum. The alternative is eviction of
our tenant, whereupon the landlord could charge up to \$305 per
month. She asked the Authority to authorize an increase in rental
up to \$289 per month for one Chapter 707 unit only.

MOVED: To approve the Coordinator's use of available funds
to pay up to \$289 per month for one rental assist-
ance unit only.

VOTED.

3. Architect's Report

The Building Permits for the Windsor Avenue Project have been
received from the Acton Building Commission.

Invoice from John J. Driscoll for \$910 for cost-cutting analysis
was presented for payment.

Ken DiNisco presented a letter containing a review of references
of Congress Construction Company, the low bidder for Windsor
Avenue, and recommending that Congress Construction Company be
awarded the contract for a base bid of \$1,920,000. In addition,
he described nine bid alternates and stated that the Housing
Authority should vote on each alternate and forward the recom-
mendation in writing to the DCA.

DCA also wishes the Authority to authorize the Chairman to exe-
cute the General Contract.

MOVED: To award the General Contract for the Acton 667-1
Elderly Housing Project to Congress Construction

Company, 112 Soheir Road, Beverly, Mass. 01915, the lowest and responsible bidder in the amount of One Million Nine Hundred Twenty Thousand Dollars (\$1,920,000), contingent upon the General Contractor complying with Chapter 140, Section 44F, of the Massachusetts General Laws.

VOTED.

MOVED: To authorize the Chairman, Ann Courtright, of the Acton Housing Authority to execute the General Contract.

VOTED.

The following alternates were discussed and vote was taken on each in turn.

Alternate No. 1 (Alternate routing for site water distribution system, as recommended by Acton Board of Health)

MOVED: To accept Alternate No. 1.

VOTED.

Change in Bid Amount - Add \$7,525

Alternate No. 2 (Delete all balconies)

MOVED: To reject Alternate No. 2.

VOTED.

Change in Bid Amount - zero

Alternate No. 3 (Add an entrance trellis to Community Building)

MOVED: To accept Alternate No. 3.

VOTED.

Change in Bid Amount - Add \$6,410

Alternate No. 4 (Add pre-cast concrete pavers in front of first-floor living rooms)

MOVED: To accept Alternate No. 4.

VOTED.

Change in Bid Amount - Add \$3,168

Alternate No. 5 (Add electric ranges and refrigerators)

MOVED: To accept Alternate No. 5.

VOTED.

Change in Bid Amount - Add \$23,890

Alternate No. 6 was deleted; no vote necessary.

Alternate No. 7 (Add wood benches at the entry perch to each dwelling unit)

MOVED: To accept Alternate No. 7.

VOTED.

Change in Bid Amount - Add \$10,900

Alternate No. 8 (In lieu of factory pre-finished 8½ inch clapboard siding, substitute contractor pre-finished five-inch clapboard siding)

MOVED: To accept Alternate No. 8.

VOTED.

Change in Bid Amount - Deduct \$8,720

Alternate No. 9 (In lieu of exterior wood trim, substitute pre-finished aluminum trim)

MOVED: To reject Alternate No. 9.

VOTED.

Change in Bid Amount - zero

Ken DiNisco submitted a letter dated 18 December 1978 requesting an adjustment in the Architect's fee.

MOVED: To adjust the Architect's fee in accordance with the formula outlined in letter from DiNisco Associates dated 18 December 1978.

VOTED.

The Secretary will forward a letter concerning this action to DCA.

4. Acquisition of Windsor Avenue property

The following motion was made by Robert J. Storella, read in full and considered:

MOVED: That the Acton Housing Authority acquire by Eminent Domain the property owned by Donald O. Feltus and Ruth V. Feltus, currently under option to the Acton Housing Authority and located on Windsor Avenue, Acton, Massachusetts, to which reference is made to a plan of said property entitled "Subdivision Plan of Land, Acton, Mass., Scale: 1 inch 40 feet. July 20, 1977, J. F. Hennessy, C. E." for a more detailed description of said property; and further, that the Chairman of the Acton Housing Authority be authorized to sign the Order of Taking on behalf of the Authority; and further, to take any other steps reasonably necessary to accomplish this purpose.

Paul DerAnanian seconded the motion, and upon roll call the "Ayes" and "Nays" were as follows:

AYES

NAYS

Ann M. Courtright
Robert J. Storella
Joseph Mercurio
James H. Sargent Jr.
Paul DerAnanian

None

The Chairman thereupon declared said motion carried and said motion adopted.

5. Secretary/Correspondence

- a. The Conservation Commission has forwarded to the Authority a revised Order of Conditions for the Windsor Avenue Project, based on receipt of revised plans. (No change in substance.)
- b. Invoices have been received from Schier, Schier & Graham for recording of Revised Order of Conditions and from Minuteman Publications for legal notices. Approval of payment to Di-Nisco Associates for Cost Analysis has been received from DCA. (All to Joe Mercurio for payment.)
- c. Letter of appreciation has been received from Concord Housing Authority, thanking us for assistance in leasing an Acton apartment to a holder of a Concord Program 707 Certificate.
- d. Request for pre-applications for grants under the Small Cities Program has been received from HUD. Acton is not eli-

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

RECEIVED & FILED
JAN. 8 1979
DATE
Lidia L. Leauce
TOWN CLERK

Minutes of Special Meeting, 7:30 P.M., 21 December 1978, Acton-
Boxborough Junior High School

ATTENDANCE: Ann Courtright, Robert Storella, Joseph Mercurio,
James Sargent, Paul DerAnanian, Betty McManus/
Acton Housing Authority
Gleen Phelps, Frank Averett, Anne Staples, Nellie
Campbell, Rosemarie Durkin/Citizens Advisory Com-
mittee
Kenneth DiNisco/DiNisco Associates, Inc.

1. Minutes of the 20 November 1978 meeting were approved.
2. Coordinator's Report: Betty McManus noted that one of our land-
lords wishes to raise his rent on a Chapter 707 rental assistance
unit to \$289 per month, which is a substantial increase but still
within the allowable maximum. The alternative is eviction of
our tenant, whereupon the landlord could charge up to \$305 per
month. She asked the Authority to authorize an increase in rental
up to \$289 per month for one Chapter 707 unit only.

MOVED: To approve the Coordinator's use of available funds
to pay up to \$289 per month for one rental assist-
ance unit only.

VOTED.

3. Architect's Report

The Building Permits for the Windsor Avenue Project have been
received from the Acton Building Commission.

Invoice from John J. Driscoll for \$910 for cost-cutting analysis
was presented for payment.

Ken DiNisco presented a letter containing a review of references
of Congress Construction Company, the low bidder for Windsor
Avenue, and recommending that Congress Construction Company be
awarded the contract for a base bid of \$1,920,000. In addition,
he described nine bid alternates and stated that the Housing
Authority should vote on each alternate and forward the recom-
mendation in writing to the DCA.

DCA also wishes the Authority to authorize the Chairman to exe-
cute the General Contract.

MOVED: To award the General Contract for the Acton 667-1
Elderly Housing Project to Congress Construction

Company, 112 Soheir Road, Beverly, Mass. 01915, the lowest and responsible bidder in the amount of One Millien Nine Hundred Twenty Thousand Dollars (\$1,920,000), contingent upon the General Contractor complying with Chapter 140, Section 44F, of the Massachusetts General Laws.

VOTED.

MOVED: To authorize the Chairman, Ann Courtright, of the Acton Housing Authority to execute the General Contract.

VOTED.

The following alternates were discussed and vote was taken on each in turn.

Alternate No. 1 (Alternate routing for site water distribution system, as recommended by Acton Board of Health)

MOVED: To accept Alternate No. 1.

VOTED.

Change in Bid Amount - Add \$7,525

Alternate No. 2 (Delete all balconies)

MOVED: To reject Alternate No. 2.

VOTED.

Change in Bid Amount - zero

Alternate No. 3 (Add an entrance trellis to Community Building)

MOVED: To accept Alternate No. 3.

VOTED.

Change in Bid Amount - Add \$6,410

Alternate No. 4 (Add pre-cast concrete pavers in front of first-floor living rooms)

MOVED: To accept Alternate No. 4.

VOTED.

Change in Bid Amount - Add \$3,168

Alternate No. 5 (Add electric ranges and refrigerators)

MOVED: To accept Alternate No. 5.

VOTED.

Change in Bid Amount - Add \$23,890

Alternate No. 6 was deleted; no vote necessary.

Alternate No. 7 (Add wood benches at the entry perch to each dwelling unit)

MOVED: To accept Alternate No. 7.

VOTED.

Change in Bid Amount - Add \$10,900

Alternate No. 8 (In lieu of factory pre-finished 8½ inch clapboard siding, substitute contractor pre-finished five-inch clapboard siding)

MOVED: To accept Alternate No. 8.

VOTED.

Change in Bid Amount - Deduct \$8,720

Alternate No. 9 (In lieu of exterior wood trim, substitute pre-finished aluminum trim)

MOVED: To reject Alternate No. 9.

VOTED.

Change in Bid Amount - zero

Ken DiNisce submitted a letter dated 18 December 1978 requesting an adjustment in the Architect's fee.

MOVED: To adjust the Architect's fee in accordance with the formula outlined in letter from DiNisce Associates dated 18 December 1978.

VOTED.

The Secretary will forward a letter concerning this action to DCA.

4. Acquisition of Windsor Avenue property

MOVED: To purchase the Feltus Property on Windsor Avenue as soon as possible and to authorize the Authority's Legal Counsel to initiate Eminent Domain and any other proceedings necessary to accomplish this.

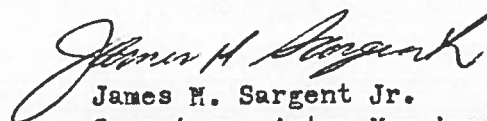
VOTED.

5. Secretary/Correspondence

- a. The Conservation Commission has forwarded to the Authority a revised Order of Conditions for the Windsor Avenue Project, based on receipt of revised plans. (No change in substance).
- b. Invoices have been received from Schier, Schier & Graham for recording of Revised Order of Conditions and from Minuteman Publications for legal notices. Approval of payment to Dinisco Associates for Cost Analysis has been received from DCA. (All to Joe Mercurio for payment.)
- c. Letter of appreciation has been received from Concord Housing Authority, thanking us for assistance in leasing an Acton apartment to a holder of a Concord Program 707 Certificate.
- d. Request for pre-applications for grants under the Small Cities Program has been received from HUD. Acton is not eligible for this program, and the Town Manager's Office will not respond.
- e. Following received from DCA:
 - Denial of Request for Round 3 Rehab funding.
 - Client's Guide to Architectural Services
 - Due date for Affirmative Action Plan is 29 December 1978. (To Ann Cortright)
 - Notice that DCA is leasing one unit in Acton directly through its Regional Section 8 Existing Housing Program.
- f. Position Paper and Approval of Plan and Building Permit have been received from Acton Board of Health.
- g. Acton Board of Appeals has extended the deadline for construction on Windsor Avenue to 1 June 1979.

6. Next Meeting: Monday, 15 January 1979, 7:30 P.M., Room 312, Acton-Boxborough Junior High School.

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



James M. Sargent Jr.
Secretary, Acton Housing Authority