

Recd 2/8/85

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 7 January 1985, 7:30 PM, 68 Windsor Avenue

Attendance: Joseph Mercurio, James Sargent, Marlin Murdock, Leah Nazarian, Barbara Yates. Betty McManus, Anne Puzella, Ann Hosmer/Acton Housing Authority. Jean Schoch/ League of Women Voters.
Guests: Katherine Bovey, Babs Ferby/DMH. Naomi Lerman/Eliot Community Mental Health Center.

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30 PM.
2. The Minutes of the Regular Meeting, 17 December 1984, were approved.
3. Approval of the Minutes of the Executive Session, 17 December 1984, were deferred until 21 January 1985.
4. The Cash Disbursements 4 December 1984 - 7 January 1985 were approved.
5. Executive Director's Report
 - A. The Seminar on "Psychological Aspects of Aging" on 25 January 1985 was noted.
 - B. The Executive Director updated the Board on the current status of the 667-2/705-1 Grant.
 1. The Architect is hopeful the project will be going out to bid at the end of January or the beginning of February.
 2. Steve Graham is working on the final Moody Agreement and the final Blackstone Agreement.
 - C. The Board reviewed the letter the Authority sent to EOCD outlining the problems of the electric storage heating units.
 - D. The Board approved the purchase of "set back" thermostats to be installed in the Community Building, office, 17 entry ways at Windsor Green.
 - E. The Board was informed of MHFA's newsletter.
 - F. The Authority's legal counsel has sent a letter, as requested by the Board, to a tenant requesting full payment of back rent due within 90 days or face possible eviction.
 - G. The Newsletter from Minuteman Home Care Corporation was made available for Board review.

- H. The Executive Director informed the Board that the Designer Selection Board has met and ranked Tennant Gadd as number one for the investigative study on Windsor Green. The Director has checked the references given and has found only positive comments on their work. On January 21, 1985 the principle, Melvin Gadd, will meet with the Board Members for a personal interview. If the Board approves Tennant Gadd Associates, five copies of the Engineering Service Contracts should be executed and submitted to EOCD for approval.
- I. Discussion of possible financing for private developers building multi family housing through tax exempt bonds authorized by the Authority was discussed. EOCD is currently writing regulations to implement the financing.
- J. The Town of Acton has asked if the Authority is interested in the house on Main Street owned by the Town. The Executive Director has contacted the Town Planner and discussed the pros and cons of the house. After a brief discussion the Members concurred that the moving costs and the costs to bring the house up to Code prohibited the Authority from considering it for family housing.
- K. Leah Nazarian moved that the firm of Mudarri & Company be hired to conduct the 24 month Section 8 Audit. Joseph Mercurio seconded the motion, all Members voted in favor.

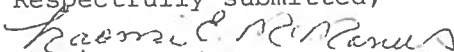
6. Old Business

- A. The Board discussed with the Concord Area DMH and the Eliot Mental Health Center the following concerns:
 1. The responsibility of daily maintenance of Eliot House.
 2. The need for clients to keep up with daily housekeeping duties.
 3. The staffing of the House when residents are granted House Privileges.
 4. The current appearance of the inside and outside of Eliot House.
 5. The need for adequate parking for clients and staff.
- B. The Acton Housing Authority, representatives from Concord DMH area office and Eliot Mental Health Center will be present for the Selectmen's Meeting on January 22, 1985.

7. New Business

- A. Barbara Yates informed the Board that the Authority could implement a no parking policy in the Emergency Fire Lane at Windsor Green. As there does not seem to be a problem currently the need to write a formal policy was deferred.

- 8. The Regular Meeting was ajourned at 10:40 PM.
- 9. The next Regular Meeting will be January 21, 1985 at 7:30 PM.

Respectfully submitted,

 Naomi E. McManus
 Executive Director