

## ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 21 January 1985, 7:30PM, 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  
Guest: Melvin Gadd, Architect

1. Marlin Murdock, Chairman, called the meeting to order at 7:30PM.
2. The Minutes of the Regular Meeting, 7 January 1985 were approved.
3. The Minutes of the Executive Session, 17 December 1984 were approved with the following correction of January 21, 1985 instead of 7 January 1985.
4. The Executive Director introduced Melvin Gadd from Tennant Gadd Associates as the architectural candidate to conduct the investigational study at Windsor Green. The Board Members discussed with Mr. Gadd the scope of the work required, his qualifications and his anticipated time frame to have the work completed.
5. Joe Mercurio moved that the Contract between the Acton Housing Authority and Tennant Gadd Associates be executed. Jim Sargent seconded the motion. The Chairman called for a Roll Call vote:

AYES

NAYES

James Sargent  
Joseph Mercurio  
Leah Nazarian  
Barbara Yates  
Marlin Murdock

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6. Cash Disbursements for the period of 8 January 1985 to 1 February 1985 were approved.
7. Executive Director's Report
  - A. The Board Members and Executive Director discussed the current status of the Energy Conservation Grant awarded to the Authority by EOCB. The Director will be meeting with a lighting engineer, sent by EOCB, to advise her on the appropriate lighting to be considered. Jim Sargent and Joe Mercurio will meet with

the Executive Director to review the recommendations. The Board Members agreed to authorize Jim, Joe and the Director to order the necessary lighting based on the engineer's report.

- B. Board was informed that the Set-Back Photo Cell Thermostats have been ordered. They will be installed in the common areas, maintenance shop and the office.
- C. The Board was notified of an issue regarding a Section 8 Mobility family located in the Acton area. The Director assured the Board that the matter is being dealt with by the family and the owner.
- D. Eliot Clinic's communication regarding the placement of young adults in foster homes was reviewed. If an Acton family is interested in the program they should contact Eliot Community Mental Health.
- E. Board informed of the problem of odors backing up through the electrical conduits leading to the junction box from the septic system into the utility room of the Community Building.
- F. Wally Dziokonski from Eliot Community Mental Health met with the Director to discuss housing in the Acton/Boxboro area for his clients.
- G. The Board reviewed Marlin Murdock's letter to Secretary Pierce regarding the proposed Budgetary Cuts in 1986 for federal subsidized housing. The Members concurred with Mr. Murdock's letter and signed as individual members.
- H. A handbook on Congregate Housing was made available to the Board Members.
- I. Boston Edison has advised the Director that there may be a problem in the electrical charges being billed to the Authority. There seems to be some confusion regarding the off-peak, on-peak time for Windsor Green.
- J. The Director informed the Board that the tenant owing back rent has assured the Director that, as of April 1st, all of the back rent will be paid in full.

#### 8. New Business

- A. The Board was informed that a private home owner has approached

the Director to see if the Authority would be interested in renting his three (3) bedroom house. The Director has asked EOCD - 707 Program to consider providing SRO's ( Single Room Occupancy) funding to enable three (3) or four (4) single persons to live in the house. The Director will inform the Board at the next Regular Meeting on the final outcome.

- B. The Director notified the Authority that a private land owner has asked the Authority if they would be interested in purchasing 2½ acres of land located in South Acton. The sense of the Board was that EOCD would not consider another proposal from Acton until the new complex has been completed.

9. Old Business

- A. The Members discussed the scheduled meeting on January 22, 1985 with the Board of Selectmen. Marlin Murdock will give a short presentation on the history and current status of the Chapter 689 Proposal. The Board also discussed the joint meeting that was held on 7 January 1985 with both DMH and Eliot.
- B. The Director updated the Board on the final issues to be resolved before the Authority goes out to bid for a General Contractor. They are as follows:
1. Steve Graham is to formalize the two easement agreements.
  2. Final submission of the building and constructional drawings to EOCD should be done by the end of January.
  3. Architect to meet with the Board by February 18th for final review and update of schedule.

10. The Regular Meeting was adjourned at 9:45 PM.

11. The next Regular Meeting will be February 4, 1985 at 7:30PM.

Respectfully submitted,



Naomi E. McManus  
Executive Director