

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7 October 1985, 8:15 PM, 68 Windsor Avenue

Attendance: Marlin Murdock, Leah Nazarian, Joseph Mercurio, James Sargent, Barbara Yates, Betty McManus, Anne Puzella, Ann Hosmer/ Acton Housing Authority
Jean Schoch/ League of Women Voters
Italo Visco/ Architect, Hughes & MacCarthy

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 8:15 PM.
2. Minutes of the Regular Meeting, 9 September 1985, were approved.
3. Approval of Cash Disbursements for the period of 9/9/85 - 10/7/85.
4. Old Business
 - A. 2A Complex-667-2/705-1
 1. Italo Visco, Architect, updated the Board on the current status of the new complex on Great Road. He reviewed the current problem that the Authority has in tying into the existing sewer pipe on the utility easement granted by Blackstone. Italo informed the Board that the sewer line appears to have a crimp in it which will interfere with the gravity flow. Further on site investigation will be conducted over the next week to determine the options available in resolving the matter.
 2. The Executive Director informed the Board that Hughes & MacCarthy and their site engineering firm have requested Extra Service Fees for the additional design work which will be necessary to perform in order to resolve the problem. EOCD has been contacted and asked to review their request and to grant the Authority authorization to pay Extra Service charges.
 3. Board was informed that the request for a fourth payment, this time for \$99,000, to the General Contractor has been submitted to EOCD for approval.
 4. Jim Sargent and Joe Mercurio review with the other Members of the Board the job meetings of 9/10, 9/17, 9/24, and 9/25/85.

- (5) The Executive Director informed the Board that Steve Graham has reviewed the Blackstone Easement Agreement and the NATCO Agreement. Steve has informed the Director that the Authority is responsible for installation, maintenance and repair work of the sewer line leading to the pump station until Blackstone Trust ties into the sewer line.

B. Windsor Green Repairs

- (1) Board reviewed the Addendum to the original Architect's Contract for Windsor Green sent by EOCD. It was the sense of the Members that they concurred with the Addendum. The Executive Director was instructed by the Board to notify EOCD of their approval.
- (2) The Executive Director has received Ken DiNisco's (the original architect for Windsor Green) report addressing the issues which were presented in Tennant Gadd's Investigational Study. DiNisco's lengthy report will be delivered to the Members within the next few days for their review.
- (3) The Executive Director informed the Board that the Trustees of Yankee Village have adopted new Rules and Regulations for the Condominium. Two of the Authority's tenants have received fines for infractions of the new rules. Updated reports will be given at future Board Meetings.

5. Executive Director's Report

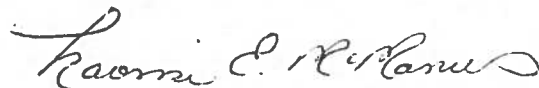
- A. Authorization has been granted to a complex owner to allow eviction of a 707 subsidized tenant.
- B. The emergency procedures implemented by the Staff in handling the effects of Hurricane Gloria were reviewed with the Board. The Board commended the staff on the procedures implemented. An incident regarding fire damage to a rug at Windsor Green was discussed. Leah Nazarian requested that the Director advise the tenant, in writing, that while inspecting the burned rug she observed that the second means of egress was blocked and must be cleared immediately and remain so.
- C. A Contract has been signed between the Authority and Concord Assabet School for job training placements of area youths, 16 through 22 years of age, at the Authority.
- D. EOCD's memo regarding issuance of 707 Certificates to the Homeless housed in motels by Welfare was discussed. The LHA's have been requested to be supportive and cooperative if one of the Certificate Holders finds housing in their community.

- E. Autocall's representatives have agreed to reduce the charges in repairing the Fire Alarm System at Windsor Green. The Authority will be charged for replacement of parts and labor not the work done to bring the system into compliance with the original design in the spec book.
- F. Maura Hamilton is Acton's new Field Representative from EOCD.
- G. The new 707 MAR's (Maximum Allowable Rents) from EOCD were reviewed.
- H. Dottie Smith, Facilities Coordinator from Concord Area Office of DMH met with the Director on 10/3/85 to discuss mutual concerns regarding DMH clients and the Authority.
- I. The 1985-86 Visiting Nurses Contract has been signed.

6. New Business

- A. A proposal was submitted by Davis, Malm and D'Agostino as Legal Counsel for the New Teller Program. It was the sense of the Board that no action would be taken on the proposal until a private developer expressed a firm interest in working with the Authority.
7. Regular Meeting was adjourned at 10:30PM.
8. Next Regular Meeting will be held on 21 October 1985 at 7:30PM.

Respectfully submitted,



Naomi E. McManus
Executive Director

ACTON HOUSING AUTHORITY

Minutes of Eliot House's Citizen Advisory Committee Meeting,
7 October 1985, 7:00 PM, 68 Windsor Avenue

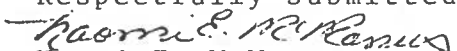
Attendance: Marlin Murdock, Leah Nazarian, Barbara Yates,
Joseph Mercurio, James Sargent, Betty McManus,
Anne Puzella, Ann Hosmer, Charles Landry/ Acton
Housing Authority
Jean Schoch/League of Women Voters
Marianne Matzo/ Eliot House Clinical Director
Dottie Smith/ Facilities Coordinator Concord Area
Office of DMH
William Rowe/Architect

Eliot House Citizen Advisory Committee: George Annis,
Joe McNicholas, Corrine Orcutt

Absent: Lynn Courtney-Knights, Rev. Roswell Cummings, Jack
Ormsbee, Committee Members

1. Marlin Murdock, Chairman of the Acton Housing Authority, called the Meeting to order at 7:00PM.
2. The Chairman introduced the Board Members and Staff of the Authority, the Eliot House Staff Representative and the Representative of Concord Area Office of DMH. Mr. Murdock detailed the history of the Authority's involvement with the Eliot House. Betty McManus, the Executive Director, described to the members the housing programs administered by the Authority.
3. William Rowe, the architect hired by the Authority to do the rehabilitation work at Eliot House, reviewed the concept drawings being considered with all those present.
4. The Advisory Committee was requested to schedule site visits, by contacting the Authority's office, before the next meeting of November 4, 1985. These site visits are to be scheduled on Tuesday afternoons at 3:00PM.
5. Marlin Murdock thanked those that had attended the meeting.
6. The next Citizen Advisory Meeting is scheduled for November 4, 1985 at 7:00PM.

Respectfully submitted,


Naomi E. McManus
Executive Director