

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 30 January 1984, 7:30 PM, 68 Windsor Avenue

Attendance: James Sargent, Joseph Mercurio, Marlin Murdock, Leah Nazarian, Barbara Yates, Betty McManus, Anne Puzella, Ann Hosmer/ Acton Housing Authority
Al Aydelott/Architect, Hughes & MacCarthy
Charles Landry/ Maintenance, Acton Housing Authority

1. Marlin Murdock, Chairman, called the meeting to order at 7:30 PM.
2. Minutes of Regular Meeting, 9 January 1984, were approved.
3. Minutes of Executive Session, 9 January 1984, were approved.
4. Minutes of Special Meeting, 16 January 1984, were approved.
5. Al Aydelott, Architect from Hughes & MacCarthy, reviewed the preliminary sketches of the proposed complex with the Board Members. He discussed the gallery concept recommended by EOCD for the elderly units as well as the drawings for the six duplex units for families. Based on Acton's current Waiting List, EOCD has recommended that one of the duplexes have a two bedroom handicapped unit.
6. Executive Director's Report
 - A. The Tork Time Clocks have been returned unrepaired due to the cost. The Director recommended the purchase of a time clock, simpler in design yet functional, for Windsor Green's needs. The Board concurred.
 - B. EOCD has instructed the Executive Director that the cost of repairing the air conditioners and dishwashers within the Condominium units cannot be the Authority's responsibility. The Executive Director will have the Authority's legal counsel draw up an Addendum to Lease stating this policy. If the tenant chooses to have the appliances repaired, the cost must be absorbed by the tenant.
 - C. The Director reviewed with the Board the continuing problems of an elderly tenant living at Windsor Green.
 - D. Yankee Village's Annual Operating Budget has increased 45% as a result of the additional expenses incurred with the failed septic system and the need to establish a reserve account. Jim Sargent

requested the Director to contact the Trustees for the current interest earned on the Authority's third assessment.

- E. Middlesex County Retirement Board's budget was made available to the Board.
- F. The draft copy of the Economic Development Strategy for Massachusetts which was sent to all Authorities by EOCB was made available to the Board.
- G. Frances Bissell, a Trustee of the West Acton Library, has contacted the Executive Director regarding the future availability of a one bedroom unit located in the library's building. The Director stated that the Authority would be interested in subsidizing an elderly person in the apartment should the unit become available.
- H. The Board discussed the possible purchase of a small computer for the office. Ms. Yates will look into this and report on her findings at the next meeting.

7. Old Business

- A. Jim Sargent moved that Booth Jackson's proposal for the installation of two ceiling fans, an additional electrical heater for the Community Room and an additional light to illuminate a walkway at Windsor Green be accepted. Marlin Murdock seconded the motion and all Members voted in favor.
- B. The Board decided at this time not to investigate the structural supports of the Condo units for possible use of waterbeds. The two tenants who had requested this permission will be relocating in the near future. The Executive Director will have legal counsel draw up an Addendum stating that tenants cannot use waterbeds in any of the Condo units owned by the Authority.
- C. The weatherproofing material has been ordered and will be installed on all entry and exit doors of the individual units at Windsor Green.
- D. Acton's Art Lottery Grant committee has informed the Authority that their request for funds to purchase art pieces was not approved; however, the Authority could reapply for future funding. Ms. Yates asked that a letter be sent explaining that due to time constraints the Authority is unable to resubmit its application for the April 9th deadline.

8. New Business

- A. EOCB's Memorandum on Vacant Schools was discussed.

9. The Regular Meeting adjourned at 10:30 PM.
10. The next Regular Meeting is scheduled for 6 February 1984 at 7:30 PM.

Respectfully submitted,

Naomi E. McManus

Naomi E. McManus
Executive Director