

## ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 14 February 1983, 68 Windsor Avenue

Attendance: Joseph Mercurio, Marianne Maguire, Marlin Murdock, Ralph Peek,  
James Sargent, Betty McManus, Barbara Yates, Anne Puzella/ Acton  
Housing Authority  
Dave DeLoury, Leah Nazarian, Mildred Brady/ Citizens Advisory  
Committee  
Marilyn Cove/Beacon Publishing Company

1. Regular Meeting was called to order at 7:30 P.M. by Ralph Peek, Chairman.
2. The Chairman updated the Citizens Advisory Committee and the Acton Housing Authority's Board Members on the current status of the McCarthy Site for the proposed 705-1/667-2 Grant.
  - A. Mr. Peek discussed the thirty (30) foot access road to the site which consists of a twenty (20) foot right of way and a ten (10) foot easement granted by the abutter to the site.
  - B. The Executive Director, the Chairman, and the Architect have been asked by EOCD to meet with them on 2/18/83 to discuss concepts for the proposed complex.
  - C. The Advisory Committee was asked to give their input at the next meeting regarding the access road and parking, placement of elderly housing to families, the type of structures, and to consider the sidewalk lighting to the complex from Great Road.
  - D. The next Regular Meeting will be march 7, 1983 at 7:00 P.M.. The Chairman thanked the Advisory Committee Members and stated that their input over the next few months will be extremely important to the Authority.
3. Minutes of Regular Meeting, 17 January 1983, were approved.
4. Minutes of Executive Session, 17 January 1983, were approved.
5. Executive Director's Report
  - A. EOCD has authorized the Acton Housing Authority to have Shoemaker Inc. repair the roof ridge vents.

- B. The Acton Board of Health will be making a final decision on the problem of the septic system at Yankee Village.
- C. The twenty three (23) Omni water savers have been placed in twenty (20) bathroom faucets in the complex at Windsor Green and three (3) were placed in the Community Building. These water and heating savings, along with the shower savers which were already in place, should help lessen the water consumption of the total complex.
- D. Mass Save Report is due within the next two (2) weeks. Dick Piper, EOCD's Utility Engineer, visited Windsor Green to observe the utility consumption of the complex.
- E. A letter has been sent to the Federal Docket stating the Authority's comments on the proposed FMR's for the Section 8 Existing Program.
- F. Board reviewed a letter, sent by a Trustee of Parker Village Condo Association, outlining a few problems with residents placed there by the Authority. The Executive Director informed the Board that the matter has been taken care of and that the Executive Director has met with the individuals involved.
- G. EOCD has four (4) Section 8 units in Acton.
- H. Board was informed that EOCD has requested the Authority's architect to submit his verification of Liability Insurance.
- I. A discussion followed concerning how the Board might look at alternatives in meeting the housing shortage for the elderly and low income families of Acton. The Executive Director stated that the Board might approach the Planning Board for future zoning changes if a developer wanted to build in Acton. A percentage of the total proposed development could be offered to the town or a dollar amount could be set aside for future housing of the elderly and low income families of Acton.
- J. HUD's 24 month Field Audit Report was reviewed by the Board. The one and only finding noted in the report was a request of the Authority to adopt a formal resolution between the Acton Housing Authority and the Boxboro Selectmen to enable the Authority to administer the Section 8 Program in Boxboro.
- K. Colonial Pines is again attempting to activate the metered heating system. This will enable the Condo owners to be charged for actual use. Further follow-up will be given to the Board as the data becomes available.

- L. The Executive Director presented a written resignation from Barbara Yates, Assistant to the Executive Director. The Executive Director made note of the valuable service Barbara has given and that her absence will be felt by the Authority and the subsidized tenants of Acton. Over the next few months, the Executive Director will be recommending staffing changes to the Board for their review. A letter of acceptance of resignation and gratitude will be sent to Barbara thanking her for all that she has done.
- M. A resident of Windsor Green fell on 2/12/83, in the parking lot, breaking her hip. She will be hospitalized for approximately one month. Preliminary insurance forms have been sent to the insurance company.

#### 6. Old Business

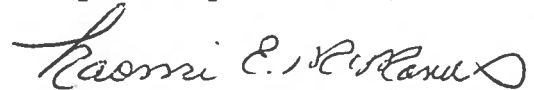
- A. The Executive Director informed the Board Members that Blackstone has requested a side letter be drawn up stating that the Authority will maintain the lift station and pipeline until Blackstone is ready to tie into the system.
- B. To date, there has been no legal opinion made by Town Counsel regarding the Covenant of Land for the NATCO Treatment Plant Agreement.
- C. Marlin Murdock moved that the low bid submitted by Joseph Greco Associates for the 24 month Audit of the Section 8 Existing Program be accepted by the Authority. Jim Sargent seconded the motion and all members approved. The Executive Director will forward the signed contract to HUD for their signature.
- D. Board Members were given the year ending Accountant's Financial Unaudited Report.
- E. Board discussed increasing the number of Advisory Committee Members for the 705-1/667-2 Grant. It was the concensus of the Members to include Margaret Rennie, a representative of the Council on Aging, and Ross Cummings, a representative of the Clergy, as Members.

#### 7. New Business

- A. Marlin Murdock moved that the Executive Director submit a request for an increase of the 707 Annual Contributions Contract to allow a 100% lease up of the Program. Joe Mercurio seconded the motion and all Members voted in favor.
- B. Marlin Murdock moved that the Executive Director transfer all funds from MMDT to the Middlesex Money Market Now Account with the Executive Director having authorization to enable her to transfer money from the savings to the checking accounts via telephone whenever necessary. Jim Sargent seconded the motion and all members approved.

- C. Report on Silver Haired Legislation was deferred to next scheduled Board Meeting.
- D. The Board Members were given a Booklet outlining the responsibilities of the Members to Public Housing.
- 8. Regular Meeting adjourned at 10:05 P.M..
- 9. The next Regular Meeting is scheduled for March 7, 1983 at 7:00 P.M..

Respectfully submitted,



Naomi E. McManus  
Executive Director