



ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, July 15, 1991, 7:30 pm, 68 Windsor Avenue

Attendance: Jean Schoch, Barbara Yates. Naomi McManus, Ann Hosmer/Acton Housing Authority

Guest: Peter Berry

Absent: Joseph Mercurio, Barbara Willson.

1). Barbara Yates, Chairman, called the Regular Meeting to order at 7:45pm. Ms. Yates stated at the onset of the Regular Meeting that due to a lack of a quorum, no formal vote on an item will be taken. All items in need of a formal vote will be deferred to the next Regular Meeting.

2). Approval Minutes of Regular Meeting of 5/6/91 deferred

3). Approval of Minutes of Regular Meeting of 6/4/91 deferred

4). Approval of Voucher # 89 deferred

5). Executive Director's Report

A). Board Members were informed of the current balance of \$3,547.28 in the Planning & Development account. The Executive Director has purchased recreational equipment and a picnic table from the account totaling \$230.40 to be used by the families living at Sachem Way. Doli Atamian has asked area Boy Scout Leaders if a Scout might be interested in building a recreational park at Sachem Way for Eagle Scout Project.

B). Doli Atamian presented her Annual Report on the Authority's Single Parents Program. Ms. Atamian reviewed the statistics with the Board.

1). Currently there are 84 Single Parents living in the A/B area with 132 children.

2). Summer Camp enrollment=29

3). Widening Horizons=25

4). Sachem Way families are developing a sense of community among themselves. Currently there are 25 children living at the development.

5). Parent Aide Program- 10 families ready to have parent aides.

6). This summer a Big Brother Pilot program has been started.

C). Board reviewed and deferred action on NAHRO's request

for monies to help defray their legal expenses incurred over the past year.

D). Board reviewed EOOD's memo stating their budgetary guidelines for '92 will be delayed due to the State's current financial problems.

E). Board was informed of an oil spill by the Mobil Gas Station located next to Pillar House Condominium. The Trustees will be having a unit owner's meeting on August 8th. Further update will follow.

F). The Board reviewed a written complaint by elderly resident living at Sachem Way regarding the need for additional alarm/emergency systems should a resident fall in the unit. The Executive Director has had Doli and Charlie conduct a seminar on the proper use of the emergency system. The Executive Director has also sent a letter to the residents explaining that EOOD no longer installs bells or alarm systems in elderly housing as they feel the tenant's telephone acts as the appropriate alarm/emergency system.

G). The Board discussed the perception of prejudice among the residents living at Windsor Green. The Staff plans on a Welcome Tea for newcomers at the end of July.

H). Discussion followed regarding a telephone call the E.D. received from a subsidized tenant's Legal Counsel. The Director has discussed the matter with the Authority's Legal Counsel and he will handle the matter in the future.

I). Roy Smith's letter to the Town Manager describing the moderate rate units at Audubon Hill was discussed by the Board. The Members were pleased that finally there was written material describing what the moderate units included.

J). The status of Rosestone was discussed by the Board. Jean Schoch expressed concern that the landscaping appeared incomplete. The E.D. explained that the newly elected Trustees were trying to resolve the issue with the contractors.

K). The Board was informed of the two legal suits pending between the Trustees at Yankee Village and the past Management firm.

L). E.D. informed the Board Members that the Authority's maintenance staff accidentally disposed of two second hand tires while picking up the trash at the family units at Sachem Way. In the event that the resident wishes to be reimbursed the Director will replace the two used tires.

M). Chip Agule's letter informing the Board that North Acton Woods' project was no longer viable was noted.

N). The Board was informed that the Authority's truck will be serviced by the Town's Highway Department at their cost.

O). ECCD's memo informing all LHA's that State Tenants must be redetermined under new regulations effective October 1, 1991 was discussed.

P). NAHRO's memo regarding the Legislator's cuts to EOCB's Housing Programs was noted.

Q). The Board was informed that HUD has requested any Authority receiving federal dollars to submit a procurement policy that meets both Federal and State requirements. The Director informed the Board that five Area Authority's have asked John Greco to draft a copy for their Boards review at a group rate.

6). Old Business

A). Formal Board approval of Furlough monies paid to the State was deferred until the next Regular Meeting.

B). The Authority is awaiting EOCB's final approval of Gauchet Architect's plans/specs for the repair of the drainage system at Sachem Way.

C). Board vote on the proposals received for Single Audit for yrs. '92, '93 and '94 was deferred.

D). Board vote deferred on Acton Visiting Nurses' Contract.

E). Board discussed reducing Ms. Atamian's hours to 19.5 hrs. instead of 20hrs vote deferred.

F). Board vote deferred on renewal of the Executive Director's Contract.

G). Board reviewed Gauchet's rating form of Jesco Construction the General Contractor.

H). On 7/16/91 the Boards of the Acton Selectmen and the AHA will meet in a joint session to discuss the appointment of Peter Berry to serve out Marlin Murdock's term.

I). Board was informed of Dufresne & Henry's 2nd request for payment of extra services which has been forwarded to EOCB for their reconsideration.

7). New Business

A). Board vote deferred the awarding of 24hr. TDD contract to Auditory Response Systems until the next Regular Meeting.

5). Board acknowledged that last years application to HUD for 25 Section 8 Certificates will be re-submitted. Board will vote their final approval at the next Regular Meeting.

8). The Regular Meeting adjourned at 9:45pm.

9). The next Regular Meeting is scheduled for 8/12/91.

Respectfully submitted,



Naomi E. McManus
Executive Director