

TOWN OF ACTON

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ACTON HOUSING AUTHORITY

MINUTES OF THE REGULAR MEETING, JULY 24, 1990, 7:30PM AT 68 WINDSOR AVENUE, ACTON, MA.

Present: Joseph Mercurio, Barbara Yates, Barbara Willson, Marlin Murdock. Naomi McManus, Gail Hembrough/ Acton Housing Authority

Absent: Jean Schoch

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30 pm.

2. Joseph Mercurio moved that the Minutes of the Regular Meeting of June 25, 1990 be approved. Barbara Yates seconded the motion and all members voted in favor of the motion.

3. Joseph Mercurio moved that Voucher # 80 in the amount of \$ 107,923.60 be approved. Barbara Willson seconded the motion and all members voted to approve.

4. Executive Director's Report

A. The Board was informed of the joint meeting held with a family living at McCarthy Village, their legal counsel, and the staff of the AHA. After a lengthy discussion the Executive Director agreed to drop the Eviction of the family with the understanding that the family will respond when contacted in the future should there be incidents in which the Director feels there are lease violations.

B. A Handicapped Tenant at McCarthy Village has been given notice to quit due to continuous lease violations. The resident has stated that he will vacate on or before September 1st.

C. A tenant living in elderly housing has been given notice to vacate due to continuous lease violations. The Courts have appointed a Legal Guardian who will be responsible for removing the tenant's personal belongings.

D. Discussion followed regarding a Tort Claim brought against the Authority by an elderly resident's insurance company. The Executive Director has contacted EOCD's Legal Counsel for Tort Claims requesting that they forward a denial letter. Legal Counsel has sent a Denial Letter.

E. MCAD's letter to the Town regarding the Town's Affirmative Action Compliance was reviewed. The Executive Director has forwarded the Authority's compliance information to the Town Planner. The Town Planner will forward this material to Legal Counsel for the Town.

F. Discussion followed EOCD's memo that 707 subsidies will not be issued in time to pay August 1st rents. The Director has requested and received EOCD's permission to borrow monies from another State account to cover the Landlord payments.

G. The Board reviewed the Director's letter to EOCD's Designer Selection Board requesting their consideration to authorize amending Gauchat's Architectural Contract to include an additional scope of work to resolve the drainage problems at McCarthy Village.

H. The E.D. has requested EOCD's consideration to fund a Pilot Program for a Parent Aide Program. EOCD's share would be \$5000.00 and the Section 8 share would be \$1000.00. The Board members concurred with the request.

I. A written complaint form Acton Carpet Shop was noted. The residents of McCarthy Village were notified of the complaint and asked that no one cut through the carpet shops parking lot in the future.

J. The Planning Council has requested that the E. D.'s help in contacting committees in town to set up a meeting with representatives of the Planning Council and Town Committee Boards to discuss the Overlay map which will be presented at the Special Fall Town Meeting. The Board felt that the Proposed Zoning Changes would benefit the Acton Community Housing Corporation as well and stated that the Director should request that the ACHC's Partnership Planner follow through with the Planning Council request.

4. Old Business

A. Board reviewed the draft of the Single Audit Report for year ending 1989 as submitted by the State Auditors.

B. Board was informed that the Director has requested three Fire Alarm Inspection firms to submit bids for the annual inspection of the Fire Alarm system at McCarthy Village and Windsor Green. The Director has reviewed the bids and Day Electric was low bid. The Director will sign the contract with the firm.

C. Barbara Willson moved that the 1990 Visiting Nurses contract be signed by the Acton Housing Authority. Joseph Mercurio seconded the motion and all members voted in favor.

D. Based on EOCD's authorization Barbara Yates moved that the firm of Dufresne-Henry be paid \$2090.00 for services rendered. Joseph Mercurio seconded the motion and all members voted to approve.

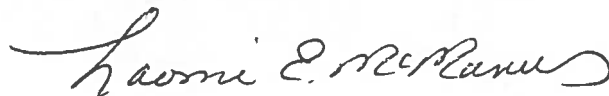
E. Barbara Yates moved that upon approval of EOCD the Board gives authorization to make payment to Gauchat Architects, Inc. in the amount of \$3,962.50 for basic service work completed through the Design Development Phase. Barbara Willson seconded and all members voted to approve.

F. Barbara Yates moved to approve the Drug Free work place policy as presented by the Director. Barbara Willson seconded the motion and all members voted to approve.

6. The Regular Meeting adjourned at 9:30pm.

7. The next Regular Meeting will be scheduled August 20, 1990 at 7:30pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Naomi E. McManus". The signature is written in dark ink and is positioned above the typed name and title.

Naomi E. McManus
Executive Director