

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 20 March 1989, 7:30 p.m., 68 Windsor Avenue, Acton, Ma.

Attendance: Marlin Murdock, Joseph Mercurio, Jean Schoch, Barbara Yates. Betty McManus, Ann Hosmer, Gail Hembrough/Acton Housing Authority

- 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 February 6, 1989 be approved. Jean Schoch seconded the motion and all members approved.
- 3). Joseph Mercurio moved that the Minutes of the Regular Meeting of March 7, 1989 be approved. Jean Schoch seconded the motion and all members voted to approve.
- 4). Barbara Yates moved that voucher # 64 in the amount of \$195,075.48 be approved. Joseph Mercurio seconded the motion and all members approved.
- 5). Executive Director's Report
  - A. Based on the Executive Director's recommendation Joseph Mercurio moved that the Director contact the Littleton Housing Authority to inform them that their request to administer a 707 Certificate in the Acton area has been approved. Jean Schoch seconded the motion and all members voted to approve.
  - B. Barbara Willson has met with the EOCD's staff and her final approval as the State Appointee to the Housing Authority should be within eight weeks.
  - C. Board reviewed the Annual Statistics on Tenant Selection and Waiting List update forms that will be submitted to EOCD.
  - D. The Criminal Records Policy which has been implemented effective March 1st was reviewed by the Board.
  - E. The part-time clerk/typist for the Authority has had to resign due to illness.
  - F. The Board requested that the \$2000.00 donation from the Planning and Development fund previously allocated to the ACHC be distributed.
  - G. The Board was informed of a popcorn fire in one of the condo units owned by the Authority. There was rug damage in the unit as well as damage to the common areas of the hallway.

- H. Discussion followed regarding the increased lack of the daily housecleaning upkeep at 27 Concord Road. The Director assured the Board that the matter would be resolved within the next few weeks.
- I. Based on the recommendation of the Executive Director Joseph Mercurio moved that the Chairman be authorized to sign the six (6) Right of First Refusals for Audubon Hill. Barbara Yates seconded the motion and all members approved.
- J. The Executive Director has been contacted by an individual asking if there is a need for a Frail Elderly Life Care Facility for moderate income in the Acton Area. The Director stated that in her opinion there was a need but only if the facility provided 24 hr. supervision.
- K. The Board was informed that the Authority's old copy machine was now located in the McCarthy Village's office and that the ACHC's Partnership Planner was using the machine.
- L. The E.D. discussed the possibility of MMARC submitting a proposal to the Authority which would house mentally handicapped individuals in a community setting with subsidy monies and program monies coming from EOCD and DMH. The Director requested that MMARC put their proposal in writing to the Board.
- M. To date the Director has not had an opportunity to meet with the Developer of Bayberry Condominiums. She will follow up on her initial contact with the lawyer for the Condominiums.

6). Old Business

A. McCarthy Village

The Director reviewed with the Board the current status of Hughes and McCarthy's request for fees of Extra Services for the McCarthy Development. The Board deferred any formal vote until the Architect, John Hughes, has an opportunity to meet personally with the Board.

B. Rose Stone

The Director has contacted the Developer and asked when the units would be ready for purchase.

C. North Acton Woods

The Board was informed that the project has received preliminary HOP approval.

D. The Board reviewed the Site Development Guidelines for Affordable Housing In Acton.

E. Based on the recommendation of the Executive Director Barbara Yates moved that the Bonus Monies for the 689 Project be distributed to the staff in the following way:

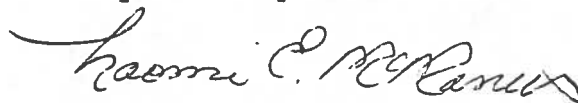
Betty McManus= \$1500.00  
 Charles Landry=\$ 500.00  
 Ann Hosmer= \$ 200.00  
 Gail Hembrough=\$ 200.00  
 Doli Atamian= \$ 100.00

Joseph Mercurio seconded the motion and all members approved.

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

8. The next Regular Meeting will be held April 3, 1989 at 7:30 pm.

Respectfully submitted,



Naomi E. McManus  
Executive Director