

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 5 June 1989, 7:30 p.m. at 68 Windsor Avenue.

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

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30 p.m.
2. Joseph Mercurio moved that the minutes of the Regular Meeting of May 1, 1989 be approved. Jean Schoch seconded the motion and all members approved.
3. Joseph Mercurio moved that Voucher #67 in the amount of \$167,182.68 be approved. Jean Schoch seconded the motion and all members voted to approve.
4. Executive Director's Report
 - A. HUD has awarded nine (9) additional Section 8 Certificates to Acton. These new Certificates will bring the total Section 8 Certificate under lease by Acton to seventy-nine (79).
 - B. The annual meeting of Yankee Village Condominiums will be held June 7, 1989. The Director will attend.
 - C. Board updated on Pillar House's newsletter to residents living at the condo complex.
 - D. The Acton Housing Authority received a \$1200 rebate from workman's compensation for the past year. The Board was informed that Charles Landry has a claim into workman's compensation for an injury he sustained in February while working for the Authority.
 - E. MMDT's interest rate of 9.7% for the month of May was noted.
 - F. Board reviewed a newspaper clipping about the Natick Housing Authority regarding pets in their elderly developments.
 - G. Bark mulch and the services of the Authority's truck will be provided to the families at Sachem Way. A clean up weekend is scheduled for June 10th.

- H. EOCD's Affirmative Action goal was discussed. 2
- I. Board reviewed information regarding the Single Parent Support Program offered by the Authority.
- J. Board acknowledged the newly implemented No Smoking Policy for the Community Room at Windsor Green.
- K. Board informed that the Director will be signing a maintenance contract with OFFTECH for the Authority's copy machine.
- L. The Executive Director informed the Board that she had met with the Discharge Team at Framingham Union Hospital as the result of a subsidized tenant being hospitalized at their facility.
- M. Martha Rutledge has been hired to fill the part-time position of typist/receptionist.
- N. Barbara Willson's signed paperwork for her appointment as the State member to the AHA will be forwarded by EOCD within the next two (2) weeks.
- O. Executive Director recommended to the Board that the Right of First Refusal forms be sent to the developer of Bayberry Condo. Two (2) condominium units were offered by this developer.
- P. The Acton Building Department will be inspecting Windsor Green to verify that the buildings meet code.
- Q. Charlie Landry will be attending a Maintenance Prevention Seminar sponsored by EOCD on June 27, 28 & 29.
- R. Doli Atamian manned the AHA's booth at the Chamber of Commerce on May 19th.
- S. Discussion followed regarding the payment schedule that the Executive Director set up with a tenant renting a condo unit at 48 Great Road. The Board acknowledged the payment schedule.
- T. Over the next few weeks the Executive Director will be meeting with the Board of Health's Director to develop a policy to implement the State's new regulations for inspecting lead paint.
- U. The Town's legal counsel has asked the Authority to make comments on the options for purchase of units at Audubon Hill. To date the Director has not received a copy of the options. She will poll the Board by telephone once she has received the information.

- V. The developer of Great Hill plans to have Phase I of the development completed by mid-October. The lottery for the affordable units will be conducted mid-October. Two units to be purchased by the Authority will be built in Phase I.

5. Old Business

A. Eliot House

The premature cracking of the linoleum floor in the kitchen area is going to be repaired at the Authority's expense. After discussion with the original floor installer, the condition is the result of the subflooring. The installer states that is not his responsibility but the responsibility of the General Contractor. As the year's guarantee is over the Authority does not have recourse with the General Contractor.

B. McCarthy Village

Site Repair - EOCB has decided that the site repair will be done by the original General Contractor and payment will be generated by processing a Change Order.
Heat Repairs - John Hughes has requested N.B. Kenny for a proposal on the installation of a new heating valve.

C. Rose Stone

A letter has been received by the Authority from the Developer stating that they are awaiting bank loan approval for construction. The Developer anticipates that the Authority's units should be ready for purchase within in forty-five days.

D. Annual AHA

The Board deferred scheduling the Annual Meeting until Barbara Willson's formal appointment by EOCB has been received.

E. NAHRO's Annual Conference

Jean Schoch stated she found the conference informative and felt that it was worthwhile for commissioners.

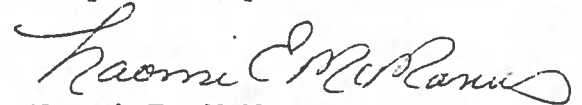
6. New Business

- A. The Board acknowledged Carole Collins' letter which approved payment to OKM Consultants for work performed in developing policies to manage effectively the condominiums owned by the Authority.

- B. Joseph Mercurio and Barbara Yates updated the Board on the status of Acton's strategic Planning Grant.

7. The Regular Meeting adjourned at 9:30 p.m.
8. The next regularly scheduled meeting will be held June 19, 1989 at 7:30 p.m.

Respectfully submitted,



Naomi E. McManus
Executive Director