

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 18 December 1989, 7:30 pm, 68 Windsor Avenue, Acton, Ma.

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

Guests: Roy Smith and Bryan Wyatt of the Acton Community Housing Corporation

- 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 November 6, 1989 be approved. Barbara Yates seconded the motion and all voted to approve.
- 3). Joseph Mercurio moved that the Minutes of the Annual Meeting of November 6, 1989 be approved. Barbara Willson seconded the motion and all member voted to approve.
- 4). Barbara Willson moved that the Minutes of the Regular Meeting of November 27, 1989 be approved. Joseph Mercurio seconded the Motion and all members voted to approve.
- 5). Joseph Mercurio moved that the Minutes of the Regular Meeting of December 4, 1989 be approved with the correction of items numbered 6 and 8 to state the correct Housing Programs. Jean Schoch seconded the motion and all members voted to approve.
- 6). Barbara Yates moved that Voucher # 73, \$171,048.64 be approved. Joseph Mercurio seconded the motion and all members voted to approve.
- 7). Marlin Murdock welcomed Roy Smith, President of the Acton Community Housing Corporation (ACHC) and Bryan Wyatt, Partnership Planner of the ACHC. Roy and Bryan outlined to the Board the ACHC's need to request the Board's consideration of a financial contributions to defray the administration expenses of the ACHC. Joseph Mercurio moved that the Executive Director be authorized to make a contribution of \$1800.00 to the ACHC from the Authority's Planning and Development Fund. Marlin Murdock seconded the Motion and all members voted to approve.
- 8). Executive Director's Report
 - A. The Board discussed Amy Anthony's letter informing the AHA that EOCD will continue to reserve the grant funds(705-4 and 667-3) designated for Acton's family/elderly condominiums acquisitions.

B. The Board was informed of the Council on Aging Coordinator's assistant, Barbara Winters, fall on AHA's property during the distribution of commodities to the low income of Acton/Boxboro. The Executive Director recommended that during the winter months the Board suspend the use of the Community Building for commodities distribution to the community at large. The Director based her recommendations on the increased Liability exposure should someone fall and sue. The Board agreed with the E.D.'s recommendation.

C. The E.D. informed the Board of water damage to one of the Authority's condo units at Briabrook. The damage was caused by a broken pipe from a unit above the Authority's unit. All damage repairs will be done by the Management firm and charged to the other unit owner.

D. Discussion followed regarding the possibility of Eliot Community Mental Health Agency purchasing Wright Terrace with State funds. The owner has been contacted by the E.D. to explore the possibility. The owner stated that he would consider \$335,000.00 based on an independent appraisal completed in April.

E. Charles Landry has received his salary reimbursement for lost time from Workmen's Comp. It would appear that his case will finally be resolved in the near future.

F. The E. D. requested the Board's permission to pay John Landry for snow removal when he works during the weekends. The Board granted their permission and authorized the E.D. to pay John Landry/or another person \$10.00 an hour for snow removal should it become necessary.

9). Old Business

A. Rose Stone

The Developer has informed the Authority that final bank approval of his construction loan is still pending. He expects that approval will be forthcoming and that the Authority's units will be completed by the end of January.

The Board was informed that the Authority has been requested by the trustees of Parker Village to intercede on their behalf and resolve the problem of the offensive odors emanating from Rose Stone's septic system vent pipes.

B. McCarthy Village

The Final Close Out papers have been forwarded to EOOD for their signature. The installation of the new zone valves and venting of the boiler rooms at the elderly complex has been completed. To date the E.D. has not heard from John Hughes regarding the Authority's position not to support his request for additional monies for the extra services provided during the first year of occupancy.

C. Windsor Green

The repair work on the septic system pumps has not begun. The E.D. is awaiting EOCB's approval of the engineer's plans and authorization to go out to public bid for a General Contractor.

The E.D. is also waiting EOCB's written direction on advertizing for architectural services for designing additional office space, repair of general exterior wood rot, additional installation of gutters to the back of the buildings and the restraining of the exterior buildings at McCarthy Village.

10). New Business

A. Joseph Mercurio moved that the AHA's Fee Accountant's contract be signed. Barbara Yates seconded the motion and all members approved.

B. Joseph Mercurio moved that the Executive Director be authorized to sign the 689 Lease for Eliot House. Barbara Yates seconded the motion and all members voted to approve.

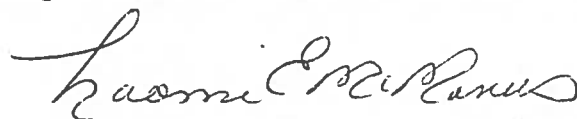
C. Joseph Mercurio moved that based on the E. D.'s recommendation the Board vote to authorize the use of two, two bedroom Section 8 Certificates, to two, one bedroom certificates. Barbara Yates seconded the motion. The E.D. informed the Board that two elderly applicants who have a priority "at risk" have been on the Waiting List for over a year. Originally the Director had requested from EOCB three additional one bedroom Certificates to be added to the AHA's ACC but the Authority has been notified that the new certificate allocation will not include any one bedrooms.

11). Barbara Yates moved that the Board move into Executive Session for the express purpose of "consideration of complaints brought against an employee". Ms. Yates further stated that the Regular Meeting will adjourned and not reconvene after the Executive Session. Joseph Mercurio seconded the motion and all members voted to approve.

12). The Regular Meeting adjourned at 9:00 pm.

13). The next Regular Meeting will be held on January 8, 1990 at 7:30 pm, 68 Windsor Avenue, Acton, Ma.

Respectfully submitted,



Naomi E. McManus
Executive Director