

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 2 May 1988, 7:50 p.m., 68 Windsor Avenue, Acton, MA

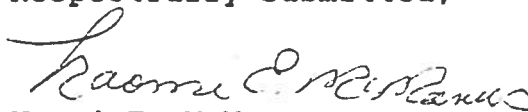
Attendance: Marlin Murdock, Joseph Mercurio, Jean Schoch, Barbara Yates. Betty McManus, Ann Hosmer, Gail Hembrough/Acton Housing Authority.

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:50 p.m.
2. Minutes of the meeting 4 April 1988 were approved.
3. Barbara Yates moved that voucher #54 in the amount of \$111,284.76 be approved. Jean Schoch seconded the motion and all Board Members voted in favor.
4. Executive Director's Report
 - A. On May 12, 1988 the Executive Director will be a panelist at a workshop sponsored by Eliot Community Mental Health.
 - B. The Board reviewed the Department of Mental Health's letter stating that the SRO Program will receive \$70,000 annually.
 - C. The Executive Director's letter to Dr. Feltus in which he was notified that EOOD will not allow the Authority to purchase his properties was reviewed.
 - D. The Board was informed of the rug damages in two units at the elderly complex at Sachem Way. Both units have been vacated and the damage charges to the previous tenants have been sent.
 - E. Based on the Executive Director's recommendation Joseph Mercurio moved that the Director inform HUD that the Board has formally voted to change one three bedroom Certificate to a four bedroom Certificate. Barbara Yates seconded the motion and all members voted to approve.
 - F. Bayberry's Condominium conversion's application is scheduled for a Public Hearing for the Selectmen on May 10, 1988.
 - G. Gail Hembrough reported to the Board on the seminar she attended, "Building a Nation of Neighbors."
 - H. The Board was informed that the Executive Director has placed an add for a part-time temporary clerk/receptionist.

- I. Barbara Yates moved that the Executive Director be authorized to take \$4,495.00 for the Section 8 reserve account to pay a prorated share of the computer.
 - J. The Board was informed that to date the State Auditor's proposal is the lowest. All proposals are to be submitted by May 6, 1988.
 - K. Barbara Yates moved that the Authority sign the contracts for the new ACC (705-4, 705-5 & 667-3) with Scheier, Scheier & Graham. Joseph Mercurio seconded the motion and all members voted in favor.
 - L. The Board was notified that three firms had been sent written requests to submit proposals on the relocation of the inground junction box at Windsor Green. Only one firm responded positively. One firm said the job was too big and one firm did not respond. Jean Schoch moved that LaRock's quote of \$3,626 for the relocation of the junction box be approved. Joseph Mercurio seconded the motion and all members approved.
 - M. Based on the Executive Director's recommendation the Board agreed to submit letters of support for the two CDC projects to EOCD for HOP funding.
5. Old Business
- A. The Board reviewed with the Executive Director the current status of McCarthy Village. To date the General Contractor has not contacted the Authority. On May 6, 1988 the architect, EOCD's construction representative and the Executive Director will meet to review the remaining construction items not completed.
 - B. To date the Authority has not received formal written confirmation from Legal Counsel regarding the three (3) units to be built for the Authority at Rosestone.
6. New Business
- Based on the recommendation of the Executive Director and the current waiting list Joseph Mercurio moved that the Executive Director be authorized to apply for twenty-five (25) HUD Section 8 Certificates.
- 7. The next Regular Meeting scheduled for May 16, 1988 will not be held due to NAHRO's annual conference. If there is a need it will be rescheduled for May 23, 1988 at 7:30 p.m.

8. The Regular Meeting adjourned at 9:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Naomi E. McManus".

Naomi E. McManus
Executive Director

ACTON HOUSING AUTHORITY

Minutes of the Annual Meeting ,May 2,1988, 7:30pm 68 Windsor Avenue, Acton, MA 01720

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

1. Marlin Murdock, Chairman, called the Annual Meeting to order at 7:30 pm.
2. Barbara Yates, Nominating Committee Chairman, placed the current Slate of Officers in nomination for the coming year. Jean Schoch moved the nomination of officers. Joe Mercurio seconded the motion and all members voted in favor. New members are as follows:

Marlin Murdock - Chairman
 Jean Schoch - Vice Chairman
 Joseph Mercurio- Secretary
 Barbara Yates - Treasurer

3. Executive Director's Annual Report:

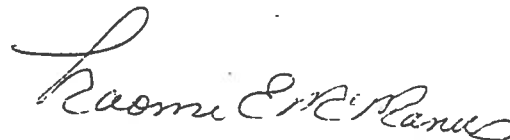
1987 has been a year of accomplishments for the Acton Housing Authority as the goals outlined in the Authority's Five Year Plan became a reality. The renovations of Eliot House, the completion of the remedial repair work at Windsor Green, the purchase of twelve condominiums, the award of an additional five Section 8 Certificates and the grant increased for the acquisition of six additional family condominium units have enabled the Authority to subsidize 275 households.

The Authority received recognition from the Executive Office of Communities and Development for its innovative housing programs and its commendable construction contract administration. The Acton Housing Authority was instrumental in designation of the Town as a Massachusetts Housing Partnership Community and the incorporation of the Acton Community Housing Corporation.

The success in meeting the housing challenges to provide safe,decent,affordable housing for the low and moderate income elderly, handicapped and families is largely due to the dedicated support and cooperation from the Acton Selectmen, the Town Manager and the Town departments and boards.

4. Joseph Mercurio moved to accept the Executive Director's Report. Jean Schoch seconded the motion. All members voted in favor.
5. The Annual Meeting adjourned at 7:45 pm.

Respectfully Submitted,



Naomi E. McManus
Executive Director