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DATE March 7, 1994

Barbara Brown
for TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 18 January 1994, 7:30 pm at 68 Windsor Avenue, Acton, Ma.

Attendance: Peter Berry, Tom Dill, John Noun, Jean Schoch, Barbara Yates. Linda Colby, Ann Hosmer, Naomi McManus/ Acton Housing Authority.

Guest: John McBride, President of Commons Development

1. Barbara Yates, Chairman, called the Regular Meeting to order at 7:45 pm.

2. Jean Schoch moved that the minutes of the Regular Meeting of November 15, 1993 be approved with noted corrections. Tom Dill seconded the motion and all members voted to approve.

3. Peter Berry moved that the minutes of the Regular Meeting of November 29, 1994 be approved. Jean Schoch seconded the motion and all members voted in favor.

4. Tom Dill moved that Voucher #111 be approved in the amount of \$113,735.80. Peter Berry seconded the motion and all members voted in favor.

5. Tom Dill moved that Voucher #112 be approved in the amount of \$113,093.75. Peter Berry seconded the motion and all members voted in favor.

6. John McBride, President of Commons Development, met with the Board to discuss his North Acton Woods proposed housing development of 136 units. Mr. McBride requested that the Board consider allowing his project to access the North Acton Sewer Treatment Plant via the sewer lines and pump station leading from the Authority's McCarthy Village complex. He explained to the Board that his project would be under the State's Local Initiative Program (LIP), a program to develop affordable housing for first time homebuyers. Mr. McBride explained that the LIP program sets aside up to 25% of the units for first time homebuyers. He assured the Board that Commons Development would cover all expenses incurred by the Authority i.e. engineering studies, legal fees, consultants or other expenses in determining if the tie in would have an adverse effect on the Authority's existing sewer lines. In return for granting access to the sewer lines Mr. McBride proposed completing the recreational area on site for the family housing development. The Board informed Mr. McBride that they would take his request under consideration.

Peter Berry moved that the Board vote to support in concept the Commons Development project as presented by Mr. McBride and to grant permission for the Commons Development's tie-in to the existing sewer lines once the following list of items have been addressed.

A. That the current sewer lines must be reviewed by an engineer to assure that a tie in would not adversely effect the Authority's sewerage removal from McCarthy Village.

B. The pumps that currently operate at the lift station would be able to handle the additional flow of 35,000 gallons a day.

C. The developers have given assurances that there will be a minimal amount of disruption at the McCarthy Village site during the tie in.

D. The process of the tie-in must be well defined by the developer.

E. The Blackstone agreement must be reviewed legally to determine there is no conflict in the Authority granting permission for the tie in.

F. To investigate North Acton Treatment Plant's previous verbal committment to the Authority for additional gallonage once the plant went to phase five. Kirk Ware, manager of the North Acton Treatment Plant had stated to the Executive Director in 1987/88 that when the treatment plant went to phase five the Authority could be allocated additional gallonage.

G. The Authority receives EOCD's written permission authorizing the tie-in by Commons Development.

H. Written guarantees from Commons Development to cover all cost incurred by the Authority in granting permission to allow tie-in to present sewer lines.

Jean Schoch seconded the motion and all members voted in favor of the motion.

7. Executive Director's Report

A. United Way's allocation of \$1200 funding to the Authority was received in December '93. The \$1200 allocation is to be used to fund a 10 week Life Skills course for ten to twelve clients. Lanie DeRome will be the instructor for the Life Skills course. She currently works at the High School and Mass Rehab. as a job and career counselor.

B. MMDT's November interest was 2.92% and also for the month of December.

C. Mass Housing Investment Corporation's Annual Report was made available for the Board's review.

D. The Executive Director's letter to the Selectmen supporting EOCB's application to HUD for Section 8 Certificates to house Homeless Veterans was reviewed.

E. CHAPA's and NAHRO's housing memos were noted.

F. Mass Department of Public Welfare's letter acknowledging the Authority's willingness to work with the Temp-Up Program was noted.

8. New Business

A. Peter Berry moved that the Executive Director be authorized to sign the Fee Accountant's two year State contract for services. Jean Schoch seconded the motion and all members voted to approve.

B. Peter Berry moved that the Executive Director be authorized to sign the Fee Accountant's two year Section 8 contract for services. Tom Dill seconded the motion and all members voted to approve.

C. Jean Schoch moved that the Executive Director be authorized to sign the Settlement Agreement with Management Computer Company and that the Authority's staff be authorized to chose the appropriate compensation package which meets best meets the Authority's needs. Tom Dill seconded the motion and all members voted to approve.

D. Peter Berry moved that the Chairman be authorized to sign the Executive Director's annual contract as presented to the Board. Tom Dill seconded the motion and all members voted to approve.

9. The Regular Meeting adjourned at 10:30 pm.

10. The next Regular Meeting was scheduled for January 31, 1994 at 7:30 pm.

Respectfully Submitted,



Naomi E. McManus
Executive Director