



ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of May 2, 1994, 7:30 pm 68 Windsor Avenue, Acton, Ma.

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

Absent: Peter Berry, Tom Dill

- 1). Barbara Yates, Chairman, called the Regular Meeting to order at 7:30 pm.
- 2). Jean Schoch moved that the Minutes of the Regular Meeting of March 7, 1994 be approved with the noted corrections. John Noun seconded the motion and all members voted to approve.
- 3). John Noun moved that Voucher # 15 in the amount of \$135,278.95 and Voucher # 16 in the amount of \$ 197,548.54 be approved. Jean Schoch seconded the motion and all members voted to approve.
- 4). John Noun moved that the Authority's Fee Accountant be instructed to write off \$167.00 owed by a previous tenant who lived at Pillar I. Jean Schoch seconded the motion and all members voted to approve.
- 5). Executive Director's Report
  - A). DMH's RAFLS meeting held at Westboro State Hospital was discussed. The Authority's Executive Director was asked to speak to the attendees on the availability of housing subsidy for DMH clients. She also discussed the importance of developing a good working relationship with local housing authorities and DMH staff.
  - B). United Way's Annual Day of Caring is scheduled for early Fall. The Authority has requested another Travel Log Program be put on for the elderly.
  - C). The Executive Director has asked Boston Edison to cover the cost of rewiring the 162 electric storage heaters at Windsor Green.
  - D). CHAPA's Housing Briefs for March were noted.
  - E). The NARHO's Annual Meeting in May will be held at Sea Crest. Anyone interested in attending please contact the Executive Director.
  - F). This summer the administrative staff will rotate on call weekend maintenance coverage with the maintenance staff. If the alternating coverage proves to be a financial burden another plan will be implemented.

G). The Executive Director was contacted by a member of Doli Atamian's family. They would like to set up a permanent campership fund in their mother's memory for the Authority's children.

H). EOCD has requested tenant profile information as well as Waiting List information from all State Housing Authorities.

I). The Authority's staff is scheduled to meet with the funding Board of the United Way on May 26, 1994. The Authority is requesting United Way to fund a Life Skills course (\$1200), a Depression Workshop (\$650) and the budget shortfall of the Parent Aide Mentor Program (\$1707).

J). John Hughes of Hughes and MacCarthy has asked the Authority if they would like to purchase additional plans of the McCarthy Village complex. It was the sense of the Board that it was not necessary.

K). The formal playground rules for McCarthy Village were noted. Each of the family residents have been asked to sign a copy.

L). MMDT's 3.14% interest rate for April was noted.

M). A copy of the final West Acton Village plan is available for the Board's review.

#### 6). Old Business

A). The Board's vote to award of the septic service contract for Windsor Green was deferred. The Executive Director will contact EOCD for further clarifications. A final recommendation will be presented at the next Regular Meeting.

B). The Authority's State Auditors' Audit Finding for not updating the Section 8 Utility Allowance for 1993 was discussed. The State Auditor also questioned the Board's decision to use the Planning and Development fund in the amount of \$246.16 for Joseph Mercurio's retirement party was noted as well. The Board reviewed their decision and reaffirmed their vote as a justifiable expense. Their decision was based on the fact that the retirement celebration was related to housing issues. It was excellent opportunity to receive positive community and State recognition. The guests invited represented several of the community leaders and service agencies, State Officials and elderly tenants. The Governor had sent a Letter of Proclamation to Mr. Mercurio for his many years of service.

C). Jean Schoch and Barbara Yates discussed the current status of the Regional Housing Task Force.

D). The Annual Meeting of the Authority will be held on May 16th or June 6th depending on the availability of Peter Berry and Tom Dill. The Executive Director will notify the Board of the date. The Chairman asked that Peter Berry and Jean Schoch be the members of the Nominating Committee.

7). New Business

A). The Board discussed the new Section 8 Administrative Plan. Final Board approval was deferred until the next Regular Meeting.

B). The complaints of the Parker Village's Trustees regarding the Authority's tenant was discussed. The Executive Director has requested to meet with the Trustees. John Noun offered to attend the meeting with the Director.

C). Jean Schoch moved that EOC'D's new income limits and FMR's for the MRVP program be approved. John Noun seconded the motion and all members voted to approve.

8). The Regular Meeting adjourned at 10:00 pm.

9). The next Regular Meeting was scheduled for May 16, 1994. at 7:30 pm.

Respectfully submitted,



Naomi E. McManus  
Executive Director