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*Ronald L. Zeisel*  
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ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:00 P.M., 27 July 1981, 68 Windsor Avenue

Attendance: Paul Der Ananian, Joseph Mercurio, Ralph Peek, James Sargent,  
Betty McManus/Acton Housing Authority  
David Deloury, Whit Mowry, Ruth Stearns/Citizens Advisory  
Committee

1. Citizens Advisory Committee Report

- A. Discussion of Mr. Vastag's letter to the Housing Authority. Mr. Sargent, Chairman of the Authority felt that the board's stand had been explained in the newspaper article on 7/23/81 in the Beacon.
- B. Ms. McManus stated that the third appraiser should have a verbal report by Thursday, July 30.
- C. The Citizens Advisory Committee members felt the site would support the proposed complex and was close to shopping area. Ms. Stearns would have preferred a residential area.

2. Minutes of Regular Meeting, 6 July 1981 were approved.

3. Executive Director's Report

- A. Bids for asphalt paving of Windsor Green are still being acquired.
- B. Have not had final check list items resolved as of today by Congress Construction.
- C. A letter was received from Mr. Zeisel, a professor at Harvard University, thanking the Authority for allowing his class to visit Windsor Green.
- D. Executive Director is obtaining bids for painting of the apartments.
- E. The Board was informed of the problems that the office staff is having with the Minolta copying machine.
- F. A letter was sent to Ken DiNisco informing him of the faulty wiring of the air conditioner in the Community Building.
- G. The Board was informed of the Management Plan due to EOCD 9/30/81.
- H. The 24 month Section 8 audit was given to the Board members.
- I. The lawn mower presently used at Windsor Green is not adequate. The Board members agreed to have Mr. Landry put a price on the mower and advertise the sale in the local newspaper. Mr. Landry can purchase one which will be more efficient.

## 4. Old Business

- A. Ralph Peek will meet with the Executive Director to develop a policy for tenant damages.
- B. The Executive Director requested the Board to approve three more Mobile Certificates from previous Section 8 allocations and five from the new 1980-81 allocation, bringing the total to 10, or 20%, of all units administered by the Authority.

Motion made by Joseph Mercurio to allow 20% of Section 8 Certificates to become mobile, seconded by Ralph Peek. Board voted unanimously.

- C. The Board instructed the Executive Director to ask the accountant if there would be enough money in the budget to have Shaw's Garbage Service pick up wet garbage weekly at \$40.00 per month.
- D. Motion made by Ralph Peek to buy the fire-proof safe, "medium size" from Quill and Press, seconded by Paul Der Ananian. Three affirmative votes with abstention by Joseph Mercurio.

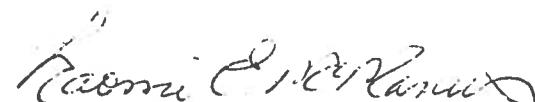
## 5. New Business

- A. Ralph Peek reported on the Ad Hoc Committee meeting and Planning Board meeting he attended. The Ad Hoc Committee is preparing a report for the Selectmen with their recommendations.
- B. Jim Sargent noted the memo addressing the payment in lieu of taxes the Authority will pay when the new complex with 705 family housing is completed.
- C. The Board discussed the potential problem noted by Mr. Ratta, service contractor for the septic system. There appeared to be a higher build-up of sludge and solids than normal when the tank has been pumped. Mr. Landry, Maintenance Supervisor for Windsor Green, will monitor the condition and a letter will be sent to EOCD informing them of the situation.

6. Motion made and accepted to adjourn at 8:40 P.M.

7. Next Regular Meeting will be rescheduled for August 10, 1981 at 7:00 P.M. at 68 Windsor Avenue.

Respectfully submitted,



Naomi E. McManus  
Executive Director