

## ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 11 July 1983, 68 Windsor Avenue

Attendance: Marlin Murdock, Joseph Mercurio, Ralph Peek, Betty McManus,  
Anne Puzella/Acton Housing Authority

Absent: Marianne Maguire, James Sargent

1. Minutes of Regular Meeting, 27 June 1983, approved.
2. Minutes of Executive Session, 27 June 1983, approved.
3. Executive Director's Report:
  - A. It was discussed that a few residents at Windsor Green still want a "master key" in case of an emergency. The Executive Director has sent a memo to all residents pointing out that only the Fire Dept. or the Police Dept. should respond in case of a medical or fire emergency. In her memo, the Director listed several suggestions on how to prevent lockouts by the residents.
  - B. The Executive Director has ordered the "check protector"; it should be delivered by mid-July.
  - C. A private citizen has approached the Director to see whether the Authority would be interested if housing for the elderly were built by a developer and then turned over to the Authority. The director has encouraged the individual to present the proposal at the next Board meeting.
  - D. A letter from MARC (Minuteman Association for Retarded Citizens) was read in which it stated that their agency was not responsible for the damages incurred by the Authority when two handicapped men were housed at Windsor Green. They have notified the two men that the Authority will be sending them the charges for damages.
  - E. The Executive Director informed the Board that she has requested a cost estimate from a local painting contractor for repainting the trim, decks and benches at Windsor Green. Once these figures are submitted, the Director will request authorization from Executive Office of Communities and Development to have the work done.
  - F. There are 3-4 areas where the driveway paving is breaking down. The Director will submit a proposal on the cost of repair and request from Office of Communities and Development authorization to have the condition corrected.

- G. Ralph Peek commented to other members on the valuable services Charles Landry, the Authority's maintenance man, is providing to Windsor Green. If it were possible, the Board would like to hire additional help to lighten the work load. The Director pointed out that until the Authority adds more housing units, the Executive Office of Communities and Development will not allow more than one full-time maintenance person.
4. Old Business:
- A. The Director updated the Board on Yankee Village Condo. and stated that the Trustees will be meeting with the Selectmen on July 26, 1983 at 8:45 P.M. to discuss the status of the criminal action being brought by the Town against the developer.
- B. Board was presented with the Budget Comparatives from 705-2 and 667-1 Programs for period ending May 31, 1983.
- C. Board updated by Director on the current status of the 705-1/667-2 Grant. A survey is being completed and the six-month option sent to the family has been renewed for only three months..
- D. The Legislature's Housing Bill was discussed.
5. New Business:
- A. Discussion of Adams Russell Cable T.V. coming into Windsor Green followed. The Board felt the prewiring could be done if the initial wiring of each unit was free of charge and did not present a hazard to the unit.
6. Regular Meeting adjourned at 8:35 P.M. with the next Regular Meeting scheduled for July 25, 1983 at 7:30 P.M.

Respectfully submitted,



Naomi E. McManus  
Executive Director