

Acton Housing Authority

Minutes of Regular Meeting, 7:30 P.M., 7 June 1982, 68 Windsor Avenue

Attendance: Joseph Mercurio, Marlin Murdock, Ralph Peek, James Sargent,
Marianne Maguire, Betty McManus, Barbara Yates/ Acton Housing Authority
Jean Schoch, Mary Reed/ League of Women Voters

1. The Regular Meeting was called to order by Ralph Peek, Chairman, at 7:40 P.M.. Minutes of the Regular Meeting 24 May 1982 were approved with the following spelling corrections - Marianne and Boothby.
2. Executive Director's Report
 - A. There have been a few maintenance repairs to some of the condominiums the Authority owns. Although these repairs were not budgeted, the expense will be deducted from the Development Budget of 705-2.
 - B. The Authority has noted an increase of Section 8 Certificate Holders not paying their share of the monthly rent. Each one has been spoken to and has assured the Director this situation will not happen again.
 - C. A lawn person cannot be hired as this expense is not included in the Operating Budget.
 - D. The resident that requested permission to enlarge her patio will receive a letter stating the conditions in which the Authority will grant authorization.
 - E. SESCO has installed a transformer which will increase the T.V. reception for building #3. The cost will be taken out of Development as this should have been done when first wired for T.V. reception.
 - F. EOC'D's Management Checklist form will be submitted after the Authority has completed nine months of the data from 1 January 1982. The Board will review the final copy before the Director submits the form.
 - G. A letter was sent to the Planning Board from the Chairman commending their efforts and professional manner in which the Zoning Article changes were presented. The letter further expressed the Authority's gratitude to Armand Dufresne.

- H. The letter sent to Kathryn Kasch suggesting payment to Hughes & McCarthy for services rendered was discussed. The Board felt that the Architect should be informed that in the future all requests for payment should be accompanied with detailed explanations of the charge for services.

3. Old Business

- A. The Board reviewed a letter sent by Edward Schwartz, the fee accountant for the Authority. He stated that the firm would continue to provide the accounting services and that there were no plans to dissolve the firm in the future.
- B. Boxboro, Acton and Concord were informed by EOCD that their CBDG applications were not approved.
- C. McCarthy site for the new complex was discussed.
 - 1. Steve Tavilla & Don O'Grady are finalizing an agreement that would give the Authority permission to use the Nagog Treatment Plant as needed.
 - 2. The Executive Director has reviewed the Covenant which exists between the Planning Board and the owners of the treatment plant. It appears an amendment to allow the McCarthy site to be included would have to be drawn up and presented to the Planning Board. Armand Dufresne feels that the Planning Board would approve the amendment.
 - 3. Ms. Kasch has requested a comparison breakdown of site development for on-site and off-site sewerage system. The Executive Director presented a verbal report from Hughes & McCarthy. A written explanation will follow outlining the entire cost.

4. New Business

- A. The Budget Comparative by the accountant was reviewed by the Board.
5. Regular Meeting adjourned at 8:50 P.M..
6. Next Regular Meeting scheduled for 28 June 1982.

Respectfully submitted,



Naomi E. McManus
Executive Director