

DATE JUL. 28 1980

ACTON HOUSING AUTHORITY

*Lidia L. Leone*  
TOWN CLERK, ACTON

Minutes of Regular Meeting, 7:30 P.M., 16 June 1980  
Boxborough Regional High School

ATTENDANCE: Ann Courtright, Joseph Mercurio, James Sargent,  
Betty McManus/Acton Housing Authority  
Mary Reed/League of Women Voters  
Ann Staples, Nellie Campbell/Citizens Advisory  
Committee

1. Ken DiNisco - Architect's Report

- a. The Architect responded to questions regarding the reason which necessitated the addition of rip-rap behind Building No. 2. At this time the cause of the discrepancy between the original survey and the field conditions was not known. Congress has retained Acton Surveying to prepare a report based on the original survey mylar, the photo enlargements and the survey of existing site conditions. The Architect will review and evaluate the study by Acton Surveying and report to the Housing Authority.
- b. The Architect reported on the problems with the malfunctioning Domestic Hot Water Heaters. The previous problem which caused the Heaters to overheat and caused subsequent flooding related to a faulty component. This malfunction was inspected by Hubbell and repaired. The present malfunction problem appears to be related to the off-peak electric control panels. In order to resolve this problem, the Architect has arranged a meeting of all parties (the Hubbell representative will probably not attend) to meet on Tuesday, 17 June 1980, to review the problem and recommend a solution. The urgency of solving this problem has been made clear to all parties.
- c. Jim Sargent reported that the Authority had received a letter from Congress with a copy of a letter from White Cap Painters to the Authority requesting direct payment. As of 16 June 1980 the Authority has yet to receive White Cap's letter. When the White Cap letter is received it will be forwarded to Howard Gorney for his review and recommendations.
- d. Members of the Authority expressed the desire to conduct an inspection of the apartments to review the Punch List prior to 1 July 1980. The Architect indicated that Jim Finigan would be available to accompany them.

2. Letter read by James Sargent from Board of Selectmen of Boxborough thanking the Authority for advice on Rental Subsidy Programs.

3. Discussion of Revitalization Committee Report - Selectmen's meeting 17 June 1980 to discuss Report. Question raised by Ms. Courtright as to the appropriateness of the report.
4. Tenant applications reviewed:
  - 081 - accepted
  - 093 - on hold
  - 092 - on hold
  - 094 - accepted
  - 095 - accepted
5. Discussion of furniture by Citizens Advisory Committee - letter to be sent by DCA for approval for purchase.
6. Acknowledgement of notification for Public Housing under Sec. 8 proposals due mid-July.
7. DCA has increased the FMR in Acton Area:
  - 1 Br - \$358
  - 2 Br - \$426
  - 3 Br - \$490
8. Letter from Kimball Co. Consulting Engineers suggesting that Acton consider initiating energy conservation measures under an on-going federal program.
9. Executive Director discussed letter sent by DCA in response to lease changes. Changes will be noted in lease only where DCA has approved.
10. Joe Mercurio discussed bids for trash collection. He is collecting more data to be submitted to board at a later time.
11. Discussion of copier for lease or purchase.
12. Executive Director proposed candidates for Assistant to Executive Director and Maintenance Laborer/Mechanic. (Ms. Courtright requested the minutes show she was not in favor of hiring further office staff at the present time.)
  - Barbara Yates as Candidate for Assistant to Director
  - Ron Woods as Candidate for Maintenance

After reviewing resumes the board accepted the Executive Director's recommendations.
13. Meeting adjourned at 10:05 P.M.

*Naomi E. McManus*  
 Naomi E. McManus  
 Executive Director  
 Acton Housing Authority