

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 29 September 1980, 68 Windsor Avenue

ATTENDANCE: Paul Der Ananian, Joseph Mercurio, Marlin Murdock, James Sargent, Betty McManus, Barbara Yates/Acton Housing Authority
 Frank Averett, Nellie Campbell, Rose Burkin, Kathy Maslanka, Cleon Phelps/Citizens Advisory Committee
 Mary Reed/League of Women Voters
 ABSENT: Ann Courtright/Acton Housing Authority

1. Minutes from Regular Meeting, 15 September 1980, approved with the word "unfair" to be deleted from item #2.
2. Treasurer's Report deferred.
3. Executive Directors Report
 - A. Greeno will be sodding the areas Ken DiNisco has requested - in front of office and in front of building #2.
 - B. The Boxboro Selectmen have voted to allow two "Certificate Holders" to be subsidized in place in Boxboro.
4. Advisory Committee Report
 - A. Rose Durkin reported on Advisory Committee meeting September 24 at 2 P.M. at Nellie Campbell's. It was voted by the Committee that it should become inactive, but when something is on the Agenda of relevance to their function, they should be notified.
 - B. Nellie Campbell was elected Chairman and will notify committee members when it is necessary for them to attend an Authority meeting.
5. Open House Report
 - A. Acton Junior Women's Club will provide refreshments and serve with help from residents of Windsor Green.
 - B. Flag pole has been ordered.
 - C. Jim Falvey, the Scout raising funds for the flag pole, and other members of his troop will raise the colors.
 - D. The Acton High School Band will play the National Anthem.
 - E. Invitations will be mailed by Thursday with a map giving directions for parking at the Gates School.

6. Marlin Murdock reported on the proposal on applying for funds for 705 and 667 Low-income Housing. He discussed the needs of the area and described the prospective plans.

A motion was made and accepted unanimously to apply for EOOD Funds for twelve (12) 705 units and eight (8) 667 units. The Authority will meet with the Selectmen Tuesday, September 30 at 8:00 P.M. to explain the proposal and ask for a letter of support.

7. Joe Mercurio reported on the Personnel Practices for the employees of the Authority. He has asked the employees to write up a job description and has solicited their input as he develops the Personnel Practices for the Acton Housing Authority.
8. Betty McManus reported on the Section 8 Administrators Mobility Program and the Addendum to the Authority's Administrative Plan was discussed.

Joe Mercurio made the motion to amend the Administrative Plan to include the Addendum. Marlin Murdock seconded it and the Authority voted unanimously.

Ayes

Nayes

Paul Der Ananian
Joseph Mercurio
James Sargent
Marlin Murdock

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9. A letter is coming for DCA from Caroon and Black assuring the Authority Board members and employees that they are covered by Liability Insurance policy under the "All Risk" policy written for Windsor Green.
10. The Board instructed the Executive Director to obtain three bids on maintaining the septic system.
11. The Board instructed the Executive Director to contact DCA on installing an alarm system to be heard outdoors on the four handi-capped units.
12. A discussion on proposals for snow removal at Windsor Green. It was voted to contact MARK Enterprises to provide snow removal, this winter.
13. Motion made to move into Executive Session and that the Regular Meeting should be adjourned since there was no further business. Regular Meeting adjourned at 9:45 P.M.
14. Next Regular Meeting will be October 20 at 7:30 P.M.

Naomi E. McManus

Naomi E. McManus
Executive Director