

Town Clerk

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DATE OCT 22 1979

ACTON HOUSING AUTHORITY
P.O. BOX 236
ACTON, MASSACHUSETTS 01720

Catherine Belbin
TOWN CLERK, ACTON

Minutes of Regular Meeting, 7:30 P.M., 1 October 1979, Acton Congregational Church

ATTENDANCE: Robert Storella, Joseph Mercurio, James Sargent, Paul Der-Ananian, Betty McManus/Acton Housing Authority
Nellie Campbell, Anne Staples/Citizens Advisory Committee
Members of the Acton Council on Aging
Barbara Yates/League of Women Voters
Kenneth DiNisco/DiNisco Associates Inc.

1. Minutes of the 17 September 1979 Regular Meeting were approved with the following change:

Paragraph 4b: Name for Windsor Avenue Development, first line:
After the word "contest," insert the words
"among Acton school children."

2. Minutes of the 17 September 1979 Executive Session were approved, and the following motion was made:

MOVED: That the minutes of the 17 September 1979 Executive Session become public information and that they be incorporated into and made a part of the minutes of the Regular Meeting of that date.

VOTED.

3. Architect's Report

Requisition for Payment: Congress Construction was unable to have an approval requisition for payment ready for the meeting. However, the requisition should not exceed \$123,644.22. The Architect was requested to obtain an estimated requisition for the month of October.

Progress Schedule: The work is 6-7 weeks behind the target date if 1 February 1980. The Community Building is completely closed in with the clapboards having been recently installed. Work on the leaching field should be completed within two weeks.

Change Orders: The Architect submitted change orders #5 and #6 in the total of \$7,266.00 for work relating to
(a) Support for kitchen wall
(b) Clips at roof sheathing
(c) Brace at bedroom closet.

The Authority noted that these changes seemed to be the result of design error and that it should approve these changes only if DCA has given prior approval.

MOVED: To approve Change Orders #5 and #6 to the Contract between the Authority and Congress Construction Company Inc. with the understanding that DCA is paying for what seems to be a design change, and further

to authorize the Secretary to sign the Change Orders only after the DCA field representative has given approval.

VOTED.

Recapitulation of Fees: J. Mercurio requested a breakdown of fees including total amount, paid to date and balance to complete.

Air Conditioning: The Authority discussed at length the desirability of knockout panels which would allow tenants to install their own air-conditioners. At present DCA will not approve the knockout panels or air-conditioners.

The Architect was requested to do the following:

- (a) Request a cost estimate from the Contractor for pre-fabricated knockout panels.
- (b) Obtain information on the size, capacity and cost of air-conditioning units to fit knockout panel.
- (c) Determine the increased costs if a decision is delayed.

The Authority directed the Secretary to prepare a position paper on Air Conditioning, to be presented to Bob Pyne of DCA at the next meeting.

4. Treasurer's Report

Joe Mercurio noted that the estimated September payment to Congress Construction Company will allow the Authority to re-work its funds for the next few months. He requested a revised payment schedule from Congress in order to accomplish this.

5. Coordinator's Report

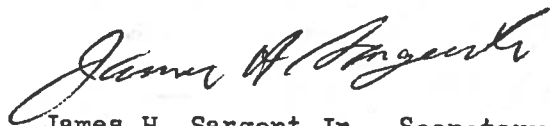
The Coordinator requested the Authority to grant an increase of 10% rental assistance to Martill & Company, which owns contracts with the Authority, contingent upon DCA Rental Assistance Office approval.

MOVED: To approve a 10% increase in Rental Assistance to Martill & Company, contingent on approval by DCA.

VOTED.

6. Next Meeting: Monday, 15 October 1979, 7:30 P.M., Acton-Boxborough Regional High School Guidance Library.

7. Adjournment: The meeting adjourned at 9 P.M.


James H. Sargent Jr., Secretary