

## ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 4 March 1985, 7:30PM, 68 Windsor Avenue

Attendance: Joseph Mercurio, James Sargent, Marlin Murdock, Leah Nazarian, Barbara Yates, Betty McManus, Anne Puzella/ Acton Housing Authority  
Jean Schoch/League of Women Voters  
Italo Visco/Architect/Hughes & MacCarthy  
Mildred Brady/Citizens Advisory Committee  
Martha Vickery/Beacon Newspaper

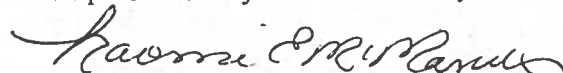
1. Marlin Murdock, Chairman, called the Meeting to order at 7:30 PM.
2. Minutes of Regular Meeting, 4 February 1985, were approved.
3. Cash disbursements for February were approved.
4. Executive Director's Report
  - A. The Board and the Executive Director discussed the minority issue which has been raised by MCAD as printed in the Middlesex newspaper. The Town of Acton was notified that it must have a program for awarding more contracts to businesses run by minorities and women. MACD also stated that Acton must establish a Fair Housing Committee and have an approved Fair Housing Plan to provide more housing for minorities and single women with families.
  - B. Marlin Murdock moved to amend the approved Annual Operating Budget and allow the Executive Director to purchase a new copier machine. The funds will be transferred from the approved purchase of two 5-drawer file cabinets to the purchase of a \$1600.00 copier. Jim Sargent seconded the motion and all Members approved.
  - C. Yankee Village's '84 Financial Statements were made available for Board review.
  - D. Board informed that the tenant owing back rent has paid in full 2/28/85.
  - E. Executive Director informed the Board that Autocall (vendor for the fire alarm system at Windsor Green) is coming in to correct a problem with the alarm system.

- F. Two new batteries for emergency lights have been installed.
  - G. Jackson's Electric Company will be in to change the lights in the parking lot and around the complex on 3/13/85.
  - H. Board informed that the Director is compiling information on Public Official Liability Insurance.
  - I. EOCD has sent back the approved 667-1 Windsor Green Investigational Study Contract with Tennant Gadd Associates.
  - J. MMDT is at 8.36% for February and Middlesex Savings Bank is currently 8.25%.
  - K. March 6, 1985 is the date for LHAs to meet with their State Legislators in Boston.
  - L. The winter newsletter for Windsor Green was made available for Board review.
  - M. The Director has decided not to renew the Housing of Elderly Report because of budgetary constraints.
  - N. NAHRO's newsletter was distributed to the Board Members.
  - O. The Section 8, 24 month Audit ending December 31, 1984 will begin on March 5, 1985.
4. Update of 667- 2/705- 1 Housing with Citizen's Advisory Committee and Board by Italo Visco, Architect from Hughes & MacCarthy was done.
- A. Mr. Visco explained the time frame for the selection of the General Contractor. A tentative time schedule was set up by Hughes & MacCarthy showing what must be completed now through May 3, 1985.
  - B. The Executive Director is working with the Authority's legal counsel to finalize the two remaining easements as they must be placed on file at the Registry of Deeds.
  - C. After a lengthy discussion of toilets, Marlin Murdock moved that "Superinse Ultra-Low Water Plumbing Fixture" be made a priority item as the fixture to be installed in the new complex. Jim Sargent seconded the motion and all Members voted in favor.
5. Old Business
- A. Board was informed of EOCD's request to LHAs interested

in the new "TELLER" Program to take official action. The Director has sent the information to a local developer.

- B. To date, the Authority does not know the status of the 689 Application.
6. New Business
- A. The Annual NAHRO Conference to be held from May 19-22, 1985.
  - B. Board discussed EOC'D's Proposed Commissioners Training Program to be conducted in the Summer of '85.
  - C. Marlin Murdock moved that the Hearing Procedure as outlined for the Section 8 Program be approved. Jim Sargent seconded the motion and all Members voted in favor.
  - D. Board informed of workshop at HUD Area Office if any non-profit organization is interested in applying for 202 Funding.
7. The Regular Meeting was adjourned at 9:45 PM.
8. The next Regular Meeting is scheduled for 18 March 1985 at 7:30PM.

Respectfully submitted,

  
Naomi E. McManus  
Executive Director