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ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 8 July 1985, 7:00 PM, 68 Windsor Avenue

Attendance: Marlin Murdock, Joseph Mercurio, Barbara Yates and Leah Nazarian.
Betty McManus, Anne Puzella/Acton Housing Authority. Jean
Schoch/League of Women Voters. Kathy Hickey/ BEACON Reporter.

Absent: James Sargent.

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:00 PM.
2. Minutes of the Regular Meeting, 24 June 1985, were approved.
3. Approval of the Cash Dispersements was deferred until the next Regular Meeting.
4. Executive Director's Report
 - A. The Board reviewed EOCD's letter authorizing the Authority to exceed the Maximum Allowable Rent for the Acton/ Boxboro area.
 - B. A notice from Tully Disposal Service stating the trash pick up charges for Windsor Green would increase as of July 1, 1985 was noted.
 - C. The resignation letter from Larry Berkowitz, Director of the Independent Living Program of MARC, was noted.
 - D. EOCD's memo on Treatment of Employment and Training Stipends in Rent Calaulations was discussed.
 - E. The Board discussed the Summer office hours of 7:00 AM to 3:00 PM. Barbara Yates suggested if the telephone was not going to be manned for the Authority's normal working hours that an answering service or answering machine be installed. The Director will investigate possible options and report on her findings at the next Regular Meeting.
 - F. Ruth Porter, a Board Member of the Friends of the Visiting Nurses, requested permission for her Board to meet in the Windsor Green Community Building monthly. Based on the limited parking spaces the Board denied the request.
 - G. The new "Fine Policy" implemented at Yankee Village Condominiums was discussed. The Board instructed the Director to request a formal meeting between the Trustees and the Authority to discuss concerns or issues of mutual interest.

- H. A letter from Aspen Realty Co. informing the Authority that the subsidized tenants living at Swanson Apartments in Boxboro need not relocate but may remain in place until suitable housing is found as outlined in the State's Condo Bylaw was discussed.
- I. Barbara Yates volunteered to investigate the possibilities of the Authority entering a float in Acton's 250th Parade, September 22, 1985.

5. Old Business

- A. The program schedule for the Ground Breaking Ceremony for the new complex on Great Road, July 12, 1985, was discussed.
- B. Leah Nazarian proposed Sachem Trail as a possible name for the access road into the new development on Great Road. The Board requested the Director to contact the Fire Department and the Historical Society for their input into the Authority's selection.
- C. The Executive Director informed the Members that the site clearing for the new development began July 1, 1985.
- D. The Board reviewed Ms. Durkin's letter (Acton Public Health Nursing Service) regarding the establishment of a procedure for formally giving input on a resident's competence to remain living at Windsor Green. The Board felt that at this time the Authority's current procedure of review and Termination of Lease of an Incapacitated Individual was sufficient. Marlin Murdock requested that the Director investigate how the Case Management Team evaluates frail Medicare elderly for nursing home placement. Ms. Durkin further suggested that the office hours be extended to handle emergencies. The Board discussed this suggestion. It was the sense of the Board that there remains some confusion regarding the role of the Authority in the lives of their subsidized tenants. Mr. Murdock pointed out that the Authority's responsibility is to respond to the housing needs in a business like manner by administering the programs not by providing an emergency support system.
- E. The Director informed the Board that the purchase of 27 Concord Road, the Group Residence House, by the Authority was completed on July 1, 1985 at 11 AM. A Pre-Design Meeting is scheduled at EOCD on July 9, 1985 at 1 PM.

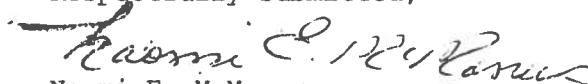
6. New Business

- A. Marlin Murdock requested that Leah Nazarian and Barbara Yates be the Board Members to oversee the rehabilitation of the 27 Concord Road site.
- B. Mr. Murdock appointed James Sargent and Joseph Mercurio to be the Board Members to oversee the new complex located on Great Road.

C. The Chairman further stated that he would be the Board Member responsible for overseeing the modernization work to be done at Windsor Green.

7. The Regular Meeting adjourned at 8:15 PM.
8. The next Regular Meeting will be held on July 22, 1985 at 7:30 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director