

ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7:30 P.M., 4 April 1983, 68 Windsor Avenue

Attendance: Marlin Murdock, Ralph Peek, Joseph Mercurio, James Sargent
Marianne Maguire, Betty McManus/Acton Housing Authority
Mary Reed/League of Women Voters

1. Regular Meeting called to order at 7:30 P.M. by Ralph Peek, Chairman.
2. Minutes of Regular Meeting, 15 March 1983 were approved.
3. Executive Director's Report
 - A. Certificate of Exemption has been filed with all banks holding Checking or Savings Accounts for the Authority.
 - B. Colonial Pines Annual Condominium Association Meeting will be held at 7:00P.M., April 14, 1983.
 - C. Board informed of the demand letter sent by the Board of Health to the developer of Yankee Village Condominiums regarding the septic system. The Board of Health has instructed William Lilly to repair or replace the septic system at Yankee Village.
 - D. Discussion of the Globe Newspaper article, written by Robert Jordan on the future funding of HUD's Section 8 Program, followed.
 - E. Update on Energy Conservation measures implemented at Windsor Green:
 1. Pinning of the thermostats in units, allowing a maximum 75 degrees but set at 72 degrees.
 2. Lowering of hall thermostats to a temperature of 50 degrees.
 3. Community Building and Office thermostats were set at 70 degrees maximum with settings reduced to sixty degrees at night.
 - F. Board given the monthly Budget Comparative for 705 and 667 Programs.
 - G. Discussion of NAHRO's Legislative Alert for Pets to be allowed in Public Housing. Marlin Murdock moved that the Executive Director

send a letter of opposition stating the Authority's reasons why pets should not be allowed in Public Housing for elderly/families. Jim Sargent seconded the motion and all were in favor.

- H. Board informed of State Mentally Handicapped Conference to be held on April 26, 1983 in Worcester, Massachusetts. The Executive Director has been invited to speak at the Concord Area DMH' Staff and Parents of Handicapped Meeting on May 5, 1983.
- I. Discussion of the Homeless in the Acton area followed. A letter has been sent by the Executive Director to the Acton Clergy Association offering the Authority's help or input in addressing the Homeless problem. Unfortunately the Authority is restricted due to funding of Federal and State Grants in helping the Homeless on an immediate basis.
- J. Balance Sheets for period ending 2-28-83 are available for review by Board Members.
- K. Exit Conference for the Authority's 24 month HUD Financial Audit was discussed. The report will note two findings. One stating that the Fidelity Insurance Payment was entered under HAP subsidy instead of Administration in the Financial Books. The second finding noted will be that the Authority currently does not have a Investment, Capitalization, Procurement Policy. A full written report will be forwarded by the auditors within the next ten days.
- L. Board informed of a brush fire behind Building #2 on April 1, 1983, at 2:30 P.M..

4. Old Business

- A. Marianne Maguire updated the Board on current Silver Haired Legislation. She asked Members of the Authority to contact the State Representative and Senate Members to encourage support of Legislation which would enable elderly to be subsidized in their own homes.
- B. Ralph Peek, Chairman, updated the Board Members on the current status of the McCarthy Site. A hydrologist will be evaluating the cause of the surface water noticed on the lower end of the site. Board will be informed of the findings at the April 25th meeting.
- C. The Executive Director informed the Board of EOCD's ruling on authorizing the Acton Housing Authority to administer the Section 8 and 707 Subsidy Programs in Boxboro, Massachusetts. EOCD has authorized Acton to administer the 707 Rental Program in Boxboro but has stated authorization for the HUD Section 8 Program must come from HUD. Marlin Murdock moved that:

RESOLUTION

#2-83

WHEREAS, the Acton Housing Authority has, during recent years, assisted the residents of the Town of Boxborough through the United States Housing and Urban Development Section 8 Housing Program, and

WHEREAS, the Authority is presently using certain of the Certificates granted to it pursuant to Section 8 for the benefit of Boxborough residents, and

WHEREAS, the Board of Selectmen of the Town of Boxborough wishes to continue to have the Authority make available to the residents of the Town of Boxborough such Section 8 Housing as the Authority deems appropriate, and

WHEREAS, the Authority is willing to continue to provide such assistance to the residents of the Town of Boxborough,

It is hereby agreed to request the Department of Housing and Urban Development to authorize the Acton Housing Authority to administer Section 8 Housing within the Town of Boxborough, from this date until December 31, 1986.

RESOLUTION

#3-83

WHEREAS, the Acton Housing Authority has, during recent years, assisted the residents of the Town of Boxborough through the Commonwealth of Massachusetts Section 707 Rental Assistance Program, and

WHEREAS, the Authority is presently using certain of the Certificates granted to it pursuant to Section 707 for the benefit of Boxborough residents, and

WHEREAS, the Board of Selectmen of the Town of Boxborough wishes to continue to have the Authority make available to the residents of the Town of Boxborough such Section 707 Housing as the Authority deems appropriate, and

WHEREAS, the Authority is willing to continue to provide such assistance to the residents of the Town of Boxborough,

IT IS HEREBY AGREED to request the Department of Community Affairs acting under the powers granted to it by Massachusetts General Laws, Chapter 121B, Section 26A, to authorize the Acton Housing Authority to administer Section 707 housing within the Town of Boxborough, from this date until December 31, 1986.

Joseph Mercurio seconded the motion and all were in favor.

- D. The letter sent to the Finance Committee and Selectmen from the Executive Director requesting approval of the Acton Visiting Nurses Budget request was reviewed.

5. New Business:

- A. Board's Resolution of Acc 667-2:

RESOLUTION

#4-83

The following resolution was introduced by Marlin Murdock

_____, read in full and considered:

RESOLUTION AUTHORIZING AMENDMENT TO CONTRACT FOR FINANCIAL ASSISTANCE

FOR

STATE-AIDED HOUSING PROJECT, 667-2

WHEREAS, a form of Contract for Financial Assistance between the Commonwealth of Massachusetts and Acton Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 667-2, has been submitted to this meeting providing, among other things, for the guarantee by the Commonwealth of Massachusetts of notes and bonds to be issued by the Authority to finance the cost of said Project, and the payment of annual contributions by the Commonwealth of Massachusetts.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MEMBERS OF THE

Acton Housing Authority (Housing) Authority, AS FOLLOWS:

Section 1. The Authority shall enter into a contract with the Commonwealth of Massachusetts in the form submitted at this meeting and contract in the name of Acton Housing Authority (Housing) Authority under its corporate seal, and the Secretary is hereby authorized to attest the same.

the Department of Community Affairs enter into such contract with the Authority and the _____ of _____ to approve such contract.

Section 3. The Officers of this Authority shall be, and they are hereby authorized and directed, on and after the execution of said contract by the respective parties thereto, to do and perform on behalf of the Authority all acts and things required of the Authority to perform fully all of its obligations thereunder.

Section 4. This resolution shall take effect immediately.

Joseph Mercurio moved that the foregoing resolutions be adopted as introduced and read, which motion was seconded by _____

James Sargent, and upon roll call the "Ayes" and "Nays" were as follows:

AYES

NAYES

Ralph Peek
Marlin Murdock
James Sargent
Joseph Mercurio
Marianne Maguire

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The Chairman thereupon declared said motion carried and said resolution adopted.

- B. Executive Director has requested Boston Edison to meet with her to discuss the "Wrap-it Cap-it Program" for Windsor Green. A full report of recommendations will be presented to the Board before any work is to be done.
 - C. A letter sent to Mass Legislators regarding Housing Bills, was reviewed by the Board.
 - D. Governor's Budget Recommendations for 1984 is available for review at the Authority's office.
 - E. Ms. McManus, the Executive Director, presented recommendations for staff changes as the result of Barbara Yates' resignation. She recommended to the Board that Ms. Puzella be offered the position of Assistant to the Executive Director and that the Clerk/Typist position be advertised immediately. Marlin Murdock moved that the Board accept the recommendations of the Executive Director for staff position changes. Marianne Maguire seconded the motion and all approved.
6. Regular Meeting adjourned at 9:40 P.M..
7. The next Regular Meeting is scheduled for 25 April 1983 at 7:00 P.M..

Respectfully submitted,

Naomi E. McManus

Naomi E. McManus
Executive Director