

## ACTON HOUSING AUTHORITY

Minutes of Regular Meeting, 7 November 1983, 7:30 PM, 68 Windsor Avenue

Attendance: Joseph Mercurio, Marlin Murdock, James Sargent, Ralph Peek  
Betty McManus, Anne Puzella/ Acton Housing Authority  
Jean Schoch/ League of Women Voters  
Julie Miller/ Beacon Reporter

1. Ralph Peek, Chairman, called the meeting to order at 7:30 PM.
2. Joseph Mercurio moved that the Minutes of the October 17, 1983 meeting be approved with the correction of October 30 date changed to September 30 on page 268 line item 6A. James Sargent seconded the motion and all members approved.
3. Executive Director's Report
  - A. The Board discussed Ken DiNisco's (architect for Windsor Green) letter outlining how the necessary repair work at Windsor Green could be handled.
  - B. Lawrence Mullings, EOC'D's Management Field Representative, conducted an on-site inspection of the Authority's administration of the rental assistance programs on November 2, 1983. Mr. Mullings requested that the Authority maintain only one master file for all the State programs instead of three separate ones. The Executive Director and Mr. Mullings toured the three separate condo complexes in Acton.
  - C. Joseph Mercurio moved that the Board accept the Executive Director's recommendation to hire Ann Hosmer for the vacant Clerk/typist position. James Sargent seconded the motion and all members approved.
  - D. The Executive Director's letter requesting a 10% increase over Hud's new FMR was noted.
  - E. The Board was informed that the Authority had been requested by the Town Manager to provide information to the State on Acton's homeless. A questionnaire which had been submitted to the Town was filled out by the Director. CODE had been contacted by the Director and their input was requested as well.
  - F. The Executive Director informed the Board that the residents of Windsor Green were cold in the evenings while playing cards in the Community Building. The Chairman of the Tenants Organization has requested the Board to allow the Tenants to install an additional heating unit in the card room. The Board requested the Director to contact the electrician currently used by the Authority and obtain a quote for the installation of the supplemental heating unit.

- G. The Board was given the Congregate assessment update information provided by the Massachusetts Department of Elder Affairs.
- H. Boston Public Housing Week and Extravaganza, November 13-19, was noted.
- I. Correspondence inviting the Authority to a conference put on by the Bank of New England November 22, 1983 at the Westin Hotel was reviewed.
- J. The Executive Director updated the Board on the Owner's meeting at Colonial Pines Condo Association.
- K. The balance sheets for the period ending 9/30/83 were made available for the Board's review.
- L. The Yankee Village Condo Association Trustees meeting of 11/7/83 was discussed. The work on the septic system should be completed by 12/18/83. The Trustees are investigating the possible hiring of management people to run the complex.
- M. EOCB has notified the Authority that they have placed 4 Section 8 families in the Acton area.
- N. Marlin Murdock moved that the Executive Director be authorized to contract for a structural study to determine whether the floor supports in the Condominium complexes where the Authority owns units could support waterbeds or items of similar weight. He stated the findings should be made available to the trustees of each complex. The Director was further authorized to spend up to \$400 for the contract work with the monies to be taken from the Section 8 Money Market Now account. James Sargent seconded the motion. The Chairman called for a Roll Call vote:

AyesNayes

Joseph Mercurio  
 Marlin Murdock  
 James Sargent  
 Ralph Peek

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- O. The Executive Director is investigating the possibility of purchasing a small computer for the office. As information is obtained the Board will be informed.

#### 4. Old Business

- A. Marlin Murdock moved the following resolution:

Whereas, the Acton Housing Authority (herein called the "Public Housing Agency") has undertaken to provide decent, safe and sanitary housing with financial assistance from the UNITED STATES OF AMERICA (herein called the "Government"), pursuant to a Contract between the Parties dated the October 18, 1983 (herein called the "Section 8 Housing Assistance Payments Program Annual Contributions Contract"); and WHEREAS, the

Public Housing Agency and the Government purpose to enter into a Contract amending the Section 8 Housing Assistance Payments Program Annual Contributions Contract as permitted by the United States Housing Act of 1937, as amended.

NOW, THEREFORE, BE IT RESOLVED by the Public Housing Agency, as follows:

Section 1. The Amendment to the Section 8 Housing Assistance Payments Program Annual Contributions Contract is hereby approved and accepted both as to form and substance and the proper officers of the Public Housing Agency are hereby authorized and directed to execute said Amendment in quadruplicate on behalf of the Public Housing Agency and to impress and attest the official of the Public Housing Agency on each of said four counterparts of said Amendment.

Section 2. The appropriate officer of the Public Housing Agency is hereby authorized and directed forthwith to forward all counterparts of said Amendment, as executed on behalf of the Public Housing Agency to the Government, together with such documentd evidencing the approval and authorizing the execution of said Amendment as may be required by the Government.

Joseph Mercurio seconded the motion. A Roll Call vote was called for by the Chairman:

Ayes

Joseph Mercurio  
Marlin Murdock  
James Sargent  
Ralph Peek

Nayes

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- B. Ralph Peek reported on the Breakfast Meeting with Frank Romano, Chief Administrative Aide to Senator Atkins. This meeting was requested by the Authority to update the Senator on the progress of the Elderly/Family Housing Grant awarded by EOCD in 1980. Ralph Peek, James Sargent and Betty McManus attended the meeting and discussed the current status of the Grant with Mr. Romano.
- C. The Members reviewed three possible candidates to fill the vacant position on the Authority's Board. The individuals were Frank Nichols, Alice Reade and Leah Nazarian. After a discussion of each candidate's expertise Marlin Murdock moved that Leah Nazarian's name be presented to the joint meeting of the Selectmen and the Authority. James Sargent seconded the motion and all members approved.
- D. Marlin Murdock moved that the Executive Director be authorized to pay the third assessment of \$10,312.50 to Yankee Village Condominiums. The assessment is the Authority's share of the cost to replace the failed septic system. James Sargent seconded the motion. A Roll Call vote was requested by the Chairman.

Ayes

Joseph Mercurio  
Marlin Murdock  
Ralph Peek  
James Sargent

Nayes

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## 5. New Business

- A. Ralph Peek informed the Board Members he would be resigning from the Authority effective December 1, 1983. Mr. Peek stated he regrets the timing of his resignation but he has decided to join his family in California. He told the Members he will miss his involvement and the mutual committment he has shared with the Board.
- B. Massachusetts NAHRO will have a seminar for Board Members on December 10, 1983 at the Marriott Hotel in Newton. Any members interested in attending the seminar should contact the Executive Director before December 9, 1983.

6. The Regular Meeting adjourned at 9:20 PM.

7. Next Regular Meeting is scheduled for November 21, 1983 at 7:30 PM.

Respectfully submitted,



Naomi E. McManus  
Executive Director