



ACTON RECEIVING AUTHORITY

Minutes of the Regular Meeting of September 3, 1991, 7:00 pm at  
18 Windsor Avenue, Acton, Ma.

Attendance: Peter Berry, Joseph Mercurio, Jean Schoch, Barbara Willson, Barbara Yates, Naomi McManus, Gail Hembrough, Ann Hosmer.

- 1). The Regular Meeting was called to order by Barbara Yates, Chairman.
- 2). Jean Schoch moved that the Minutes of the Regular Meeting of 5/6/91 be approved. Joseph Mercurio seconded the motion and all members voted to approve.
- 3). Barbara Willson moved the Minutes of the Regular Meeting of 6/4/91 be approved. Joseph Mercurio seconded the motion and all members voted to approve.
- 4). Jean Schoch moved that the Minutes of the Regular Meeting of 8/19/91 be approved. Joseph Mercurio seconded the motion and all members voted to approve.
- 5). Barbara Willson moved that the Minutes of the Regular Meeting of 8/21/91 be approved with the date correction so noted. Peter Berry seconded the motion and all member voted to approve.
- 6). Joseph Mercurio moved that Voucher # 89 in the amount of \$183,891.73 be approved. Barbara Willson seconded the motion and all members voted to approve.
- 7). Jean Schoch moved that Voucher # 90 in the amount of \$253,301.60 be approved. Joseph Mercurio seconded the Motion and all members voted to approve.
- 8). Executive Director's Report
  - A). Board reviewed rating form for Tesco Construction completed by Gauchat Architectural firm.
  - B). The Executive Director's letter to the Governor was discussed with all members agreeing with the sense of the letter.
  - C). ECCD's memo reducing the administration fees for the TOT Program was noted.
  - D). ECCD's 1992 budget guidelines have been received.

F. EOCB has not forwarded the EPOC monies for landline payments for August and September. After the Executive Director spoke to Paul Johnson at EOCB she borrowed monies from the Chapter 88B account to pay the landline. EOCB will send monies to reimburse the 88B account.

F). The final Master Plan for the Town of Acton is available for the Board Members to review.

G). The Executive Director has forwarded a draft of the Authority's HUD Procurement policy to John Grecco for his review and comments. Final approval by the Board will be done at a future meeting.

H). The Authority has joined with the Town to request Federal dollars to reimburse the Authority for the damage cost incurred as a result of Hurricane Bob. Future Board update will follow.

I). The "get acquainted tea" held in July for newcomers at Windsor Green seems to have helped to lessen the previous perception of prejudice felt by new people when moving into Windsor Green.

J.) The Board was informed that there is a serious problem of sound being carried between two units. These two units are directly over one another at Windsor Green. The Executive Director will be meeting with the sponsors of both residents to try to mediate a solution.

K). Windsor Green has been selected by EOCB and the Boston Edison Company to have additional energy efficient measures with the cost to be paid by Boston Edison. The work will consist of weatherstripping all doors, additional insulation added to the attic area, exterior storm doors on the sliding doors and re-lamping of the electrical fixtures throughout the complex.

L). Ann Hosmer reviewed the current status of the gas spill at Pillar House I by the Mobil station. Further update will be provided in the future.

M). AHA has filled out the preliminary application for MARCO's Workmen's Compensation Trust.

N). CHAPA's conference scheduled for 11/12/91 on the de-institutionalized and the return to local communities by mental health patients was noted. Originally the Director had been asked to be a panelist but she declined.

O). The Executive Director has been asked for the third time to be a participant at the Citizen's Legislative Seminar. She has had to decline again.

A comparison of utility rates for the past 3 years of utility rates and taxes was given to the Board.

### 2. Old Business

A). Board agreed to take a wait and see approach on MARHO's request for donations to help defray their legal costs incurred over the past year.

B). Joseph Mercurio moved that the State Auditor's low bid for the Single Audit of the Authority for '91, '92 & '93 be accepted. Barbara Willson seconded the motion and all members voted to approve.

C). Peter Berry moved that the Board acknowledge the Authority's furlough payment of \$988 paid to the State in June be approved. Joseph Mercurio seconded the motion and all members voted to approve.

D). Barbara Willson moved that the Executive Director be authorized to sign the Visiting Nurses' annual contract. Joseph Mercurio seconded the motion and all members voted to approve.

E). Barbara Willson moved that Doli Atamian's hours be defined as 19.5 hours a week. Peter Berry seconded the motion and all members voted in favor of the motion.

F). Joseph Mercurio moved that the Chairman be authorized to sign the Executive Director's annual contract. Barbara Willson seconded the motion and all members voted to approve.

G). Barbara Willson moved that the Executive Director be authorized to sign the contract with Auditory Response System for a TDD. Jean Schoch seconded the motion and all members voted to approve.

H). Joseph Mercurio moved that the Chairman be authorized to sign the Section 3 Cost Amendment. Peter Berry seconded the motion and all members voted to approve.

I). Barbara Willson moved that the Authority vote that the Acton Housing Authority be designated as the only authorized agent in the Acton community to administer the Section 3 Program. Joseph Mercurio seconded the motion and all members voted to approve.

J). Joseph Mercurio moved that the Special Assessment for the de-leading of exterior paint at Colonial Pines Condominium be paid by the Authority. Barbara Willson seconded the motion and all members voted to approve.

K). The Board was updated on the current status of the Authority's request of the Developers of Rose Stone to make all necessary repairs to prevent the future flooding of the Authority's basements at Rose Stone.

The E.D.'s letter to the Authority explaining that due to the current fiscal problems during FY'91 there would be no funding for acquisition of condos for the Authority's housing programs under 388-4 or 706-4 was discussed. The E.D. informed the Board that she will be exploring creative options with the ACHC on how the ACHC could help the Authority exercise their Right of First Refusal Option on the five units at Audubon Hill. Further update will be available to the Board.

M). Board was informed that the position of the Assistant Custodian has been advertised.

N). Update on the financial problems at Great Road Condominiums was discussed. Currently Great Road Condos has a outstanding utility balance of \$60,000.00. Further update will be given in the future.

O). Board discussed the proposed joint meeting between DMH/Eliot and the Authority to be held sometime in late September.

P). Board formally approved the Authority's submission of a Section 8 Application for 25 Certificates.

9). The Regular Meeting adjourned at 10:30pm.

10). The next Regular Meeting is scheduled for September 23, 1991 at 7:30 pm.

Respectfully submitted,

*Naomi E. McRae*