

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, December 17, 1990, 7:30pm, 68 Windsor Avenue, Acton, Ma.

Attendance: Marlin Murdock, Jean Schoch, Barbara Willson, Joseph Mercurio, Betty McManus, Ann Hosmer, Gail Hembrough/ Acton Housing Authority.

ABSENT: Barbara Yates.

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30pm.

2. Joseph Mercurio moved that the Minutes from the Regular Meeting of 11/5/90 be approved. Jean Schoch seconded the motion and all members approved.

3. Jean Schoch moved that the Minutes of the Regular Meeting of 11/19/90 be approved. Joseph Mercurio seconded the motion and all members voted to approve.

4. Joseph Mercurio moved that voucher # 84 in the amount of \$246188.43 be approved. Barbara Willson seconded the motion and all members voted to approve.

5. Executive Director's Report

A. The Authority's report for the Town's Annual Report will be sent to the Board within the next few days. Please contact the office if there are any comments as the final report must be submitted to the Town by 12/28/90.

B. The nomination papers for Barbara Yates position on the Board must be taken out and returned by the end of January 1991.

C. There will be a Drug Free Workshop for the Authority's staff at Concord Housing Authority. All the employees will be attending the workshop.

D. The Board informed that one of the maintenance persons accidentally dropped a tenant's air conditioner out the third floor window. The Authority has replaced the air conditioner.

E. The E.D. will send a copy of EOCD's letter to all the Board addressing the questions of Liability Insurance for Public Officials and Employees.

F. The Authority has received a letter from Ann Fanton of the Planning Council thanking the Authority for its support of the Master Plan and the zoning article for Affordable Housing.

G. A Mrs. Wally has contacted the Authority regarding property that her family owns that is adjacent to the North Acton Village Development. She has stated that they would like to sell to a Developer interested in developing Affordable Housing.

H. EOCED's manuals for Residential Housing Programs are available at the Authority's office if any of the Board would like to review the manuals.

I. The Executive Director has sent a termination letter to the Authority's assistant custodian effective 1/1/91.

J. CHAPA's request of the E.D. to become a member on a housing Board for the State was noted.

K. MMDT's 7.81% for October was noted.

L. The tenant living below the unit owned by the Authority at Parker Village continues to act out and disturb other unit owners. The E.D. is attempting to work with DMH and the tenant's family.

M. A Rosestone family has made a final settlement with the Developer of Rosestone for \$250.00. The Director drafted the paperwork finalizing the payments and the transfer from the escrow account held by the Authority for Rosestone.

6. Old Business

A. Budgets for 1991

MOTION: Joseph Mercurio moved that the proposed Operating Budget for State-aided Rental Assisted Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 707 for fiscal year ending 12/31/91, showing Total Operating Receipts of \$ 23,280 and Total Operating Expenditures of \$ 22,023, thereby requesting a subsidy of \$ -0- be submitted to the Executive Office of Communities and Development for its review and approval. Jean Schoch seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

MOTION: Joseph Mercurio moved that the proposed Operating Budget for State-aided Elderly/family Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 567/705 for fiscal year ending 12/31/91, showing Total Operating Receipts of \$ 256,520 and Total Operating Expenditures of \$ 185,119, thereby requesting a subsidy of \$ 118,929 be submitted to the Executive Office of Communities and Development for its review and approval. Jean Schoch seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

MOTION: Joseph Mercurio moved that the proposed Operating Budget for State-aided Handicapped Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 528-1 for fiscal year ending 12/31/91, showing Total Operating Receipts of \$ 19,998 and Total Operating Expenditures of \$ 19,998, thereby requesting a subsidy of \$ -0- be submitted to the Executive Office of Communities and Development for its review and approval. Jean Schoch seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

B. McCarthy Village

The exterior painting has been completed. The regrading of the site behind the family units will have to go out to bid again in the early spring. All four low bidders were unable to execute the Contractor's contract as required by EOCD.

C. Windsor Green

The construction work for the office enlargement is on schedule with an anticipation of completion for mid February. Jesco has given a written one year warranty on the wiring of the new pump station electrical box.

D. Rosestone

The Developer did not complete the addendum to the Master Deed correctly as requested by the Authority's Legal Counsel. Therefore, until the addendum is corrected and filed with the Deed of Registry the monies held in escrow will not be released.

E. Yankee Village

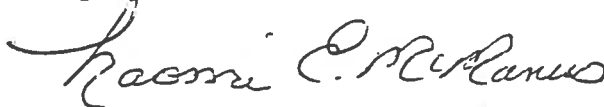
Discussion followed regarding the latest Open Meeting of the Trustees of Yankee Village. The E.D. and the Trustees' Chairman had a lengthy discussion regarding the removal of the dumpster and the 14.8% increase of the Annual Operating Budget for 1991. The Director has sent a petition to all unit owners asking for their signature to request a Special Meeting with the Trustee.

7. No new business was taken up by the Board Members.

8. The Regular Meeting adjourned at 9:00pm.

9. The next Regular Meeting is scheduled for 1/7/91 at 7:30pm ,
68 Windsor Avenue, Acton, Ma.

Respectfully submitted



Naomi E. McManus
Executive Director