

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 6 February 1989, 7:30 p.m. at 68 Windsor Avenue.

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

Guests: Barbara Willson. Charles Agule, John Massapica.

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30 p.m.
2. Minutes of the January 16, 1989 Regular Meeting were approved with the correction of item M- "to develop State Guidelines."
3. Jean Schoch moved that Voucher # 63 in the amount of \$98,880.27 be approved. Joseph Mercurio seconded the motion and all members approved.
4. Charles Agule and John Massapica discussed with the Board their request to the Authority to consider allowing the developers of RoseStone to apply for the Tax Credit Program. The Board discussed the concerns they had regarding the RoseStone developers applying for the Tax Credit Program. Listed below are the concerns that were expressed by the Authority's Board Members and staff to the Developers.
  - A. What were the implications if the Authority voted not to support the developer's application for the Tax Credit Program?
  - B. Did the Developer have any negative feelings about the Authority informing the Selectmen at a Public Meeting of their decision?
  - C. The general questions raised by the Members regarding the Tax Credit Program were answered by the Developers.
  - D. The Board discussed with the developers that their primary concern was that the Town Officials, the ZBA and the abutter were informed that only three units would be for low income families. The Members expressed their concern with what the neighborhood's perception of the process and the higher increase of low income families on a small site might be.
  - E. The Board informed the Developers that the Board would hold further discussions regarding whether to support the application letter during the Regular Meeting. The

Board's final decision would be communicated to them by the Executive Director.

Following the departure of the Developers the Board Members and staff weighed the pros and cons of supporting a Tax Credit Application. Jean Schoch moved that the Acton Housing Authority support RoseStone's Tax Credit Application for three units which would provide Chapter 707 Program rental assistance to low income families. Joseph Mercurio seconded the motion and all Members approved.

5. Executive Director's Report

A. The following items were distributed to the Board for information only:

1. The Acton Housing Authority's Annual Report which will appear in the Town Report.
2. The State Auditor's corrected report.
3. The new policy for trash pick up for the family units at McCarthy Village.
4. The MMDT january interest rate.
5. The Authority's letter to Art Kimber of EOCD regarding a request to keep the amount of money being held by the Authority in the Development fund of 667-1, 705-1 and 667-3.
6. The Thank you note from the Authority to George Annis.
7. DMH's memo regarding program funds for Wright's Terrace.
8. Low and Moderate Income Housing inventory for Acton.
9. The Executive Director's termination letter to a Chapter 707 Certificate Holder.
10. The preliminary Housing Needs Study conducted by Community Concept Consultants.
11. A workshop on affordable Housing to be held at Middlesex Community College.
12. An invitation from the Concord Auto Auction.
13. NAHRO's Legislative Luncheon.

14. A joint working session with Community Concept consultants on developing guidelines for Affordable Housing.
  15. Community Meeting dates to discuss the Override of 2 1/2.
  16. Informational material distributed by E OCD at the Annual Fall Conference.
- B. The Executive Director informed the Board that the developer for Audubon Hill will be forwarding the Right of First Refusal forms for 6 elderly condominiums to be purchased by the Authority under the Chapter 667-3 Grant awarded by E OCD.
- C. The Board reviewed E OCD's new Legal Contract to be signed by the Authority and the Authority's Legal Counsel. Barbara Yates moved that the Authority sign the Legal Contract and forward it to Henry Dane, Legal Counsel to the Authority, for his signature. Joseph Mercurio seconded the motion and all Members approved.
- D. The Executive Director has requested a copy of the final Orders of Condition granted to the Developers converting Bayberry Apartments to Condominiums. Once the Director has reviewed these she will make a final recommendation to the Board.
- E. Barbara Yates informed the Members that she had conducted an Informal Hearing that was requested by one of Acton's Section 8 Certificate Holders.
- F. The Authority's Accountant has recommended the purchase of a new copy machine out of the 707 administrative money. All Members concurred with the recommendation.
6. Old Business
- A. Barbara Yates discussed with the Board the issues that have been raised regarding the future retirement fund for the Authority's employees with the Middlesex Retirement Association.
- B. The Court Hearing involving a sub contractor hired directly by the General Contractor of McCarthy Village was discussed.
- C. The Board reviewed Hughes & MacCarthy's request for fee for Extra Services. Barbara Yates moved that the two requests for fee for Extra Services by Hughes & MacCarthy be paid. One in the amount of \$3,457.50 covering the period from August 27, 1988 to December 31, 1988. The

other of \$7,571.20 covering the period from October 24, 1987 to May 20, 1988. Joseph Mercurio seconded the motion and all Members approved. At the next Regular Meeting the Board requested that the Executive Director provide a breakdown of the total fees that have been paid to date to the architect by the Authority.

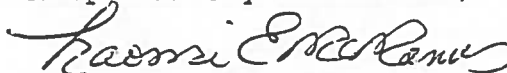
7. New Business

The Executive Director recommended that the Board authorize her to request Bonus money from EOCD for the completed project under the Chapter 689 Program for the renovations of 27 Concord Road. Ms McManus recommended that Charles Landry be given a bonus check of \$500, that she be given a bonus check of \$1,000 and \$1,000 be put in the Planning and Development Fund. Marlin Murdock reviewed the criteria for Bonus Money and stated the money can only go to staff. Barbara Yates moved that the Executive Director be authorized to apply for the Bonus Money from EOCD from which Charles Landry will receive \$500 and the Executive Director will receive \$2,000. Jean Schoch seconded the motion and all Members approved.

8. The Regular Meeting adjourned at 9:50 p.m.

9. The next Regular Meeting will be held February 20, 1989 at 7:30 p.m.

Respectfully submitted,



Naomi E. McManus  
Executive Director