

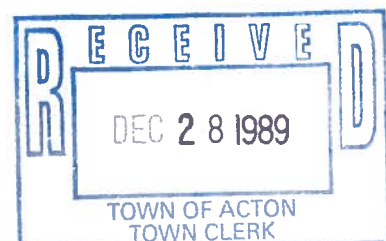
## ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting ,6 November 1989,7:30pm,68 Windsor Avenue,Acton.

Attendance: Joseph Mercurio, Barbara Willson, Barbara Yates, Jean Schoch. Naomi McManus, Ann Hosmer, Acton Housing Authority.

Absent: Marlin Murdock

1. Jean Schoch, Vice Chairman, called the Regular Meeting to order at 7:30pm.
2. Joseph Mercurio moved that the minutes of the Regular Meeting of October 2,1989 be approved. Barbara Yates seconded the motion and all members approved.
3. Joseph Mercurio moved that the minutes of the Regular Meeting of October 16,1989 be approved. Barbara Yates seconded the motion with the following correction,that Barbara Willson was absent. All members voted to approve the minutes as corrected.
4. Barbara Yates moved that the Board approve Voucher #72 in the amount of \$135,366.36. Barbara Willson seconded the motion and all members voted to approve.
5. Executive Director's Report:
  - A. Ann O'Hara from EOCD contacted the Authority requesting that the Acton Housing Authority contact their State Legislators and register their concerns regarding a possible merger of EOCD with the Department of Human Services.
  - B. Parker Village Condo Association's Annual meeting will be held November 9,1989 at 7:00pm.
  - C. Discussion followed regarding the Town's Christmas Party. It was the sense of those present that due to personal commitments the Authority would not attend.
  - D. The Executive Director updated the Board on the current status of Barkers Pond. Kevin Sweeney, the Developer, has informed the ACHC that he is considering selling the project to another Developer, Hugh McBride from Chelmsford. Mr.McBride's firm has had previous experience with other HOP projects and one of the firms partners has worked at EOCD in the past.
  - E. Charles Landry has completed his Maintenance Prevention Seminars and has received the Capital Improvement Inventory forms.



- F. The Board has reviewed EOCD's memo regarding the Federal regulations for adaptable and accessible, barrier-free units for the physically disabled persons in new construction projects.
- G. The Board reviewed EOCD's management rating and budget cap letter, as it relates to the Acton Housing Authority.
- H. EOCD's letter regarding the proposed new regulations concerning M.G.L. Chapter 40B were noted by the Board.
- I. The Board reviewed the congratulations letter sent to the single parent clients of the Authority by Doli Atamian.
- J. EOCD's memo regarding the Transitional Housing for Homeless Families was noted.
- K. Pondside's invitation to their open house in Littleton was noted.
- L. The Authority's letter to area Legislators requesting their support for House Bill #2667(Local Housing Authority access to CORE information), was reviewed.

6. Old Business:

- A. The Board reviewed EOCD's letter regarding their disapproval for payment for extra services to Hughes and MacGarthy. To date John Hughes has not responded to EOCD's letter.
- B. The Executive Director is awaiting EOCD's approval to have the new wood rot, which was noted on the exterior of the buildings at Windsor green in late August, repaired. Final EOCD approval of the engineering contract for septic repair is still pending.
- C. The Developer of Rose Stone is waiting for final bond approval. He anticipates a bank commitment momentarily.

7. New Business:

- A. The Executive Director submitted proposed budget revisions for 667-C, 705-C, and 705-1.

B. The Board voted to approve the revised budgets for 667-C, 705-C, & 705-1.

MOTION: Barbara Yates moved that the proposed Operating Budget for State-aided Elderly Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 667-C for fiscal year ending 12/31/89, showing Total Operating Receipts of \$ 166790 and Total Operating Expenditures of \$ 229,399, thereby requesting a subsidy of \$ 62609 be submitted to the Executive Office of Communities and Development for its review and approval. Barbara Willson seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

MOTION: Barbara Yates moved that the proposed Operating Budget for State-aided Family Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 705 -C for fiscal year ending 12/31/89, showing Total Operating Receipts of \$ 50525 and Total Operating Expenditures of \$ 92520, thereby requesting a subsidy of \$ 41995 be submitted to the Executive Office of Communities and Development for its review and approval. Barbara Willson seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

MOTION: Barbara Yates moved that the proposed Operating Budget for State-aided Family Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 705-1 for fiscal year ending 12/31/89, showing Total Operating Receipts of \$ 26100 and Total Operating Expenditures of \$ 42127, thereby requesting a subsidy of \$ 16027 be submitted to the Executive Office of Communities and Development for its review and approval. Joseph Mercurio seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

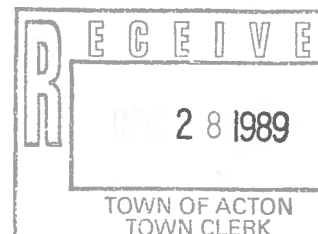
- C. The Executive Director recommended that the Board vote to approve the Section 8 Existing Annual Contribution Contract (cost amendment). Barbara Yates moved that the Board authorize the Vice Chairman to execute the ACC contract for the Authority's Section 8 Certificate program. Joseph Mercurio seconded the motion and all members voted to approve.
8. Jean Schoch reported on the Widows Group meeting that she attended as the representative of the Housing Authority. Jean felt that the work the group is doing for the community is very worthwhile.
9. The Regular Meeting adjourned at 8:45pm.
10. The next Regular Meeting will be held on December 4, 1989 at 7:30pm at 68 Windsor Avenue.

Respectfully Submitted,



Naomi E. McManus  
Executive Director

## ACTON HOUSING AUTHORITY



Minutes of the Annual Meeting, 6 November 1989, 8:45pm 68  
Windsor Avenue, Acton, MA

Attendance: Joseph Mercurio, Jean Schoch, Barbara Yates,  
Barbara Willson. Naomi McManus, Ann Hosmer/Acton  
Housing Authority.

Absent: Marlin Murdock

1. Jean Schoch, Vice Chairman, called the Annual Meeting to order at 8:45pm
2. Barbara Yates, Nominating Committee Chairman, placed the following Slate of Officers in nomination for the coming year:

Marlin Murdock - Chairman  
Jean Schoch - Vice Chairman  
Barbara Willson- Secretary  
Joseph Mercurio- Treasurer  
Barbara Yates - Member-at-lagre

3. Joseph Mercurio moved that the Nominating Committee's Report be accepted and that the Slate of Officers placed in nomination be approved. All members agreed.
4. Executive Director's Annual Report:

ANNUAL REPORT  
1989

The Acton Housing Authority currently administers six separate housing programs for 288 low income elderly, family and handicapped households. Our staff coordinates community outreach services and facilitates the networking of community agencies to the benefit of our clients.

During the past year members of the staff have served on several State, Regional, and Local task force groups in which the following have been reviewed: the development/construction process for public housing, the Executive Office of Communities and Development's condominium acquisition process, and the Mass Guides project for Development and Modernization Projects. The Executive Director has been a panelist at the Massachusetts National Association of Housing and Redevelopment Officials Annual Meeting on the Designer Selection Process, a panelist at Mass Housing Partnership's Regional Conferences for Affordable Housing, and recently at the Citizens' Housing and Planning Association's State Conference on Developing and Managing Community based residences.

This year the Acton Housing Authority was one of only a few New England Housing Authorities that received additional Federal Funding from HUD for the Section 8 Rental Assistance Program. Those nine Section 8 Certificates along with the 4 Emergency Draw Down Certificates from the State's Executive Office of Communities and Development will be used to house the areas homeless and those at risk of becoming homeless.

The Single Parent Pilot Program has had a highly successful first year. The program was developed to provide support to 88 Single Low Income Parents and their 125 children. The wide success of this program is due to the cooperative efforts and dedication of individuals representing several community organizations and agencies committed to assisting and supporting these single parents, clients of the Acton Housing Authority.

As this year comes to a close the Authority's Board and Staff acknowledge that our success is in large part due to a responsive and committed community willing to work together to meet the housing and emotional needs of the area's low income residents. A sincere thank you to the Acton Selectmen, the Town Manager, all the Town Department Heads and Staff Members for your effort, support, and cooperation.

Executive Director  
Naomi E. McManus

5. The Annual Meeting adjourned at 9:30 pm.

Respectfully Submitted,



Naomi E. McManus  
Executive Director