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DATE 5/5/87

Barbara Brown
TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 13 April 1987, 7:30 P.M., 68 Windsor Avenue

Attendance: Jean Schoch, Barbara Yates, James Sargent, Marlin Murdock,
Betty McManus, Ann Hosmer/Acton Housing Authority, Anne
Puzella/Acton Housing Authority

Absent: Joseph Mercurio

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30 P.M.
2. Barbara Yates moved to accept the Minutes, of the Regular Meeting of March 16, 1987. Jim Sargent seconded the motion and all Members approved.
3. Jean Schoch moved to accept the Minutes of the Special Meeting of March 25, 1987. Marlin Murdock seconded the motion and all Members approved.
4. Jim Sargent moved that the Board approve cash disbursements Voucher #39 in the amount of \$108,633.81. Jean Schoch seconded the motion and all Members approved.
5. Executive Director's Report
 - A. The Board reviewed the Acton's Town Manager's memo regarding the Ethics Code
 - B. The legislative Bills sponsored by Mass. N.A.H.R.O. regarding housing issues were discussed.
 - C. The memo from the Trustees of Colonial Pines outlining a Unit Owners meeting held on January 22, 1987 was reviewed.
 - D. Tufts Fourth Annual Management Conference was noted.
 - E. E O C D 's memo regarding Paul Bailey's appointment as Deputy Director of the Bureau of Housing Management was noted.
 - F. The Board discussed the Special Assessment to unit owners of Meadowbrook Condominiums. The members expressed concern for the future if another assessment became necessary.
 - G. HUD's R.F.P. for funding 202 Projects was discussed. The sense of those present was not to apply for the funding.
 - H. The Executive Director has met with the Boxboro residents, Dolli Atamian and Leah Nazarian to discuss their representation of the Town of Boxboro with the Acton Housing Authority. It was jointly agreed that the two representatives would meet with Boxboro residents to identify housing needs, explore regionalization, review Boxboro's land use, and develop their roles in the Community as housing advocates.
 - I. The Board was informed that the Executive Director had to use monies from the Planning and Development Fund to pay the sales tax on the Authority's truck and the furniture which was purchased for McCarthy Village. Once the Authority receives a tax exempt # the Director will ask for an abatement from the Registry of Motor Vecicles and the furniture company.

- J. A discussion followed regarding a complaint lodged by a family living at Sachem Way. The head of the family has expressed that the Authority has harrassed and discriminated against her and her family. The Director has sent a Tenant Grievance Form and will meet with the family member and discuss the matter. Should there be need to activate the Grievance Panel, Barbara Yates and Marlin Murdock would represent the Authority on the panel.
- K. The thank you note and gift certificate sent by the Authority to Ted Kingsbury for his Consulting services was discussed.
- L. The Executive Director will be meeting with the elderly residents of Sachem Way to discuss the formation of a tenants organization.
- M. Martin Murdock signed the P.S. for the three Condominium Units located at 48 Great Road (Units 11 and 12 and 21.)
- N. Yankee Village's proposed By Laws and Trust changes were discussed. The Legal Counsel for their review.

6. OLD BUSINESS

- A. June 12, 1987 is the Court date for the Hearing on the Appeal brought by members of the Trustees of Parker Village Condo against Rose Stone. To date there has been no further communication between the Trustees and the Authority.
- B. The Pre Construction Meeting for 27 Concord Road will be scheduled within the next few days. The approval to hire a clerk (Project Manager) for the renovation has not been received to date. The Director will be sending a letter to the Citizen's advisory Committee appraising them of the current statis.
- C. The rehab work at Windsor Green
 - 1. The work is proceeding well. E.O.C.D. has approved additional gutters to be installed, additional chaulking and the relocation of the wall a/c to the windows.
 - 2. Change Order #3

RESOLUTION 12-87

.....James Sargent..... moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Barbara Yates and upon roll call the "Ayes" and "Nays" were as follows:

AYES

NAYS

James Sargent
Barbara Yates
Jean Schoch
Marlin Murdock

-0-

The Chairman thereupon declared said motion carried and said resolution adopted.

That the Acton Housing Authority approve Change Order #1 for the purpose of cutting out and recaulking all existing caulking not covered by the contract for the sum of \$14,887 and an increase of 45 days.

7. NEW BUSINESS

A. Board Vote Section 8 Acc.

RESOLUTION AUTHORIZING EXECUTION OF
AMENDATORY ANNUAL CONTRIBUTIONS CONTRACT

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 July 18, 1986 (herein called the "Section 8 Housing Assistance Payments Program Annual Contributions Contract"); and WHEREAS, the Public Housing Agency and the Government propose 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 seal 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 other documents evidencing the approval and authorizing the execution of said Amendment as may be required by the Government.

Section 3. The said Amendment to the Annual Contributions Contract referred

B. Board Vote increase 689

Resolution 14-87

DEA #411:

The following resolution was introduced by Marlin Murdock

read in full and considered:

RESOLUTION AUTHORIZING AMENDMENT TO CONTRACT FOR FINANCIAL ASSISTANCE

FOR

STATE-AIDED HOUSING PROJECT, 689-1

WHEREAS, a form of Contract for Financial Assistance between the Commonwealth of Massachusetts and the Acton Housing Authority Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 689-1, has been submitted to this meeting providing, among other things, for the guarantee by the Commonwealth of Massachusetts of notes and bonds to be issued by the Authority to finance the cost of said Project, and the payment of annual contributions by the Commonwealth of Massachusetts.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MEMBERS OF THE Acton (Housing) Authority, AS FOLLOWS:

Section 1. The Authority shall enter into a contract with the Commonwealth of Massachusetts in the form submitted at this meeting and contract in the name of Acton (Housing) Authority under its corporate seal, and the Secretary is hereby authorized to attest the same.

Section 2. The Authority hereby requests the Commissioner of the Department of Community Affairs enter into such contract with the Authority and the _____ of _____ to approve such contract.

Section 3. The Officers of this Authority shall be, and they are hereby authorized and directed, on and after the execution of said contract by the respective parties thereto, to do and perform on behalf of the Authority all acts and things required of the Authority to perform fully all of its obligations thereunder.

Section 4. This resolution shall take effect immediately.

Barbara Yates moved that the foregoing resolutions be adopted as introduced and read, which motion was seconded by Jean Schoch, and upon roll call the "Ayes" and "Nays" were as follows:

AYES

James Sargent
Jean Schoch
Barbara Yates
Marlin Murdock

NAYES

-0-

The Chairman thereupon declared said motion carried and said resolution adopted.

C. Revision 667-1 Budget

Resolution 15-87

050 (10-96)
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EXTRACT

Regular MEETING
 (Regular/Special)
 Acton HOUSING AUTHORITY

 April 13, 1987 7:30 PM
 (Date) (Time)

MEMBERS PRESENT:

Barbara Yates
 Jean Schoch
 James Sargent
 Marlin Murdock

MEMBERS ABSENT:

Joseph Mercurio

OTHERS PRESENT:

Naomi E. McManus, Executive Director

Annual Operating Budget for State-Aided Housing, Fiscal Year

MOTION. Jean Schoch moved that the proposed Operating Budget for State-aided Elderly Housing, of the Acton Housing Authority, (Chapter 200/667/705/689/707), Program Number 667-1 for fiscal year ending 12/31/87, showing Total Operating Receipts of \$ 118,175 and Total Operating Expenditures of \$ 181,319, thereby requesting a subsidy of \$ 63,144 be submitted to the Executive Office of Communities and Development for its review and approval. James Sargent seconded the motion which, upon roll-call vote, was passed by a vote of 4 to 0.

CERTIFIED AS A TRUE AND CORRECT COPY
 OF A RESOLUTION ADOPTED AT SAID
 MEETING AND ON FILE AND OF RECORD,
 BY

Acting Secretary [Signature] Acton Housing Authority

(4)

April 13, 1987
 Date of Certification

D. Marlin Murdock, Chairman, appointed Barbara Yates and Jean Schoch as the Nominating Committee for the selection of officers for the Board for the coming year. The annual meeting is scheduled for May 11, 1987.

8. The regular meeting adjourned at 10:15 P.M.
9. The next regular meeting will be held on April 27, 1987 at 7:00 P.M.

Respectfully submitted,



Naomi E. McManus
Executive Director