

-ACTON HOUSING AUTHORITY

- Minutes of the Regular Meeting , February 22,1988, 7:30pm, 68 Windsor Avenue.

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

1. Marlin Murdock, Chairman called the Regular Meeting to order at 7:30pm.
- 2.

EOCD FORM #43

The following resolution was introduced by Marlin Murdock

_____, read in full and considered:

RESOLUTION AUTHORIZING CONTRACT FOR FINANCIAL ASSISTANCE

FOR

STATE-AIDED HOUSING PROJECT, 667-3

WHEREAS, a form of Contract for Financial Assistance between the Commonwealth of Massachusetts and Acton Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 667-3, has been submitted to this meeting providing, among other things, for a grant by the Commonwealth of Massachusetts to 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 hereby designated as Resolution No. 1-88 in the Resolution Book, and the Chairman, or Vice Chairman, is hereby authorized to execute said 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 Secretary of the Executive Office of Communities and Development/Department of Community Affairs to enter into such contract with the Authority and the Commonwealth of Massachusetts 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.

Joseph Mercurio 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 "Nayes" were as follows:

AYES NAYES
Joseph Mercurio
Jean Schoch -0--
Marlin Murdock
Barbara Yates

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

EUCD #43A

The following resolution was introduced by Marlin Murdock read in full and considered:

RESOLUTION AUTHORIZING DEVELOPMENT FUND AGREEMENT WITH

Massachusetts Municipal Depository Trust
WHEREAS, the Contract for Financial Assistance between the Commonwealth of Massachusetts and Acton Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 667-3 provides for the selection of a depository bank or banks.

RESOLVED BY THE MEMBERS OF THE

Acton HOUSING AUTHORITY, AS FOLLOWS:

Section 1. The Authority shall enter into a Development Fund Agreement with the Massachusetts Municipal Depository Trust in the form submitted at this meeting and hereby designated as Resolution(s) No. 2/88 in the Resolution Book, and the Chairman, or Vice Chairman, is hereby authorized to execute said agreement(s) in the name of Acton Housing Authority under its corporate seal, and the Secretary is hereby authorized to attest the same.

Section 2. The officers of this Authority shall be, and they are hereby authorized and directed, on and after the execution of said agreement 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 3. This resolution shall take effect immediately.

EOCD #43A

Barbara Yates moved that the foregoing resolutions be adopted as introduced and read, which motion was seconded by Joseph Mercurio, and upon rool call the "Ayes" and "Nayes" were as follows:

AYES
 Marlin Murdock
 Joseph Mercurio
 Barbara Yates
 Jean Schoch

NAYES

-0-

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

EUCD FORM #43

The following resolution was introduced by Marlin Murdock

, read in full and considered:

RESOLUTION AUTHORIZING CONTRACT FOR FINANCIAL ASSISTANCE

FOR

STATE-AIDED HOUSING PROJECT, 705-4

WHEREAS, a form of Contract for Financial Assistance between the Commonwealth of Massachusetts and Acton Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 705-4, has been submitted to this meeting providing, among other things, for a grant by the Commonwealth of Massachusetts to 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 hereby designated as Resolution No. 3-88 in the Resolution Book, and the Chairman, or Vice Chairman, is hereby authorized to execute said 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 Secretary of the Executive Office of Communities and Development/Department of Community Affairs to enter into such contract with the Authority and the Commonwealth of Massachusetts to approve such contract.

EUCD FORM #43

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.

Joseph Mercurio 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

NAYES

Marlin Murdock
Barbara Yates
Jean Schoch
Joseph Mercurio

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

EUCD #43A

The following resolution was introduced by Marlin Murdock
read in full and considered:

RESOLUTION AUTHORIZING DEVELOPMENT FUND AGREEMENT

WITH

Massachusetts Municipal Depository Trust

WHEREAS, the Contract for Financial Assistance between the Commonwealth of Massachusetts and Acton Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 705-4 provides for the selection of a depository bank or banks.

RESOLVED BY THE MEMBERS OF THE

Acton HOUSING AUTHORITY, AS FOLLOWS:

Section 1. The Authority shall enter into a Development Fund Agreement with the Massachusetts Municipal Depository Trust in the form submitted at this meeting and hereby designated as Resolution(s) No. 4-88 in the Resolution Book, and the Chairman, or Vice Chairman, is hereby authorized to execute said agreement(s) in the name of Acton Housing Authority under its corporate seal, and the Secretary is hereby authorized to attest the same.

Section 2. The officers of this Authority shall be, and they are hereby authorized and directed, on and after the execution of said agreement 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 3. This resolution shall take effect immediately.

- 4 -

EUCD #43A

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

NAYES

Marlin Murdock
Joseph Mercurio
Barbara Yates
Jean Schoch

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

EUCD FORM #A3

The following resolution was introduced by Marlin Murdock

, read in full and considered:

RESOLUTION AUTHORIZING CONTRACT FOR FINANCIAL ASSISTANCE

FOR

STATE-AIDED HOUSING PROJECT, 705-5

WHEREAS, a form of Contract for Financial Assistance between the Commonwealth of Massachusetts and Acton Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, 705-5, has been submitted to this meeting providing, among other things, for a grant by the Commonwealth of Massachusetts to 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 hereby designated as Resolution No. 5-88 in the Resolution Book, and the Chairman, or Vice Chairman, is hereby authorized to execute said 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 Secretary of the Executive Office of Communities and Development/Department of Community Affairs to enter into such contract with the Authority and the Commonwealth of Massachusetts 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.

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

AYES

NAYES

Marlin Murdock
Barbara Yates
Jean Schoch
Joseph Mercurio

-0--

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

CD #43A

The following resolution was introduced by Marlin Murdock
read in full and considered:

RESOLUTION AUTHORIZING DEVELOPMENT FUND AGREEMENT
WITH

Massachusetts Municipal Depository Trust
WHEREAS, the Contract for Financial Assistance between the Commonwealth
of Massachusetts and Acton Housing Authority
(hereinafter called the "Authority") relating to State-Aided Housing Project,
705-5 provides for the selection of a depository
bank or banks.

RESOLVED BY THE MEMBERS OF THE

Acton HOUSING AUTHORITY, AS FOLLOWS:

Section 1. The Authority shall enter into a Development Fund Agreement
with the Massachusetts Municipal Depository Trust
in the form submitted at this meeting and hereby designated as
Resolution(s) No. 6-88 in the Resolution Book, and the
Chairman, or Vice Chairman, is hereby authorized to execute said agreement(s)
in the name of Acton Housing Authority under its
corporate seal, and the Secretary is hereby authorized to attest the same.

Section 2. The officers of this Authority shall be, and they are hereby
authorized and directed, on and after the execution of said agreement 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 3. This resolution shall take effect immediately.

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

AYES
Marlin Murdock
Barbar Yates
Jean Schoch
Joseph Mercurio

NAYES
-0--

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

3. Barbara Yates moved that the Executive Director be authorized to place a legal advertisement for the hiring of an Engineering Consultant to investigate the feasibility of constructing six(6) duplexes at Sachem Way. Joseph Mercurio seconded the motion and all members approved the motion.
4. Barbara Yates moved that the minutes of the Regular Meeting of January 25,1988 be approved. Joseph Mercurio seconded the motion and all members voted to approve.
5. Joseph Mercurio moved that voucher #50 in the amount of \$327,441.51 be approved. Barbara Yates seconded the motion and all members approved.
6. Barbara Yates moved that voucher #51 be approved in the amount of \$247,719.53. Joseph Mercurio seconded the motion and all members approved.
7. Executive Director's Report:
 - A. George Annis has contacted the Authority's staff and informed them that EOCD has designated him as the State Appointee. He has submitted all the required forms and will inform the Board of his final approval.

B. Marlin Murdock read the following motion:

WHEREAS, the Acton Housing Authority has, during recent years, assisted the residents of the Town of Boxborough through the United States Housing and Urban Development Section 8 Housing Program, and the Commonwealth of Massachusetts Section 707 Rental Assistance Program, and

WHEREAS, the Authority is presently using certain of the Certificates granted to it pursuant to Section 8 and Section 707 for the benefit of Boxborough residents, and

WHEREAS, the Board of Selectmen of the Town of Boxborough wishes to continue to have the Authority make available to the residents of the Town of Boxborough such Section 8 and Section 707 Housing as the Authority deems appropriate, and

WHEREAS, the Authority is willing to continue to provide such assistance to the residents of the Town of Boxborough,

IT IS HEREBY AGREED to request the Department of Community Affairs acting under the powers granted to it by Massachusetts General Laws, Chapter 121B, Section 26A, to authorize the Acton Housing Authority to administer Section 8 and Section 707 housing within the Town of Boxborough from this date until December 31,1990.

Marlin Murdock

Joseph Mercurio

Barbara S. Yates

George B. Schoch

Acton Housing Authority

Dated: 2/22/88

Joseph Mercurio moved, Jean Schoch seconded and all members approved.

C. Marlin Murdock read the following motion:

WHEREAS, the Acton Housing Authority has, during recent years, assisted the residents of the Town of Boxborough through the United States Housing and Urban Development Section 8 Housing Program, and

WHEREAS, the Authority is presently using certain of the Certificates granted to it pursuant to Section 8 for the benefit of Boxborough residents, and

WHEREAS, the Board of Selectmen of the Town of Boxborough wishes to continue to have the Authority make available to the residents of the Town of Boxborough such Section 8 Housing as the Authority deems appropriate, and

WHEREAS, the Authority is willing to continue to provide such assistance to the residents of the Town of Boxborough,

IT IS HEREBY AGREED to request the Department of Housing and Urban Development to authorize the Acton Housing Authority to administer Section 8 Housing within the Town of Boxborough, from this date until December 31, 1990.

Dated: 2/28/88

Marlin Murdock
Joseph Mercurio
Barbara S. Yates
Jean B. Squire
 Acton Housing Authority

Joseph Mercurio moved the motion and Barbara Yates seconded the motion. All members approved.

- D. Discussion followed regarding the Authority's purchasing the single user computer system. It was the sense of those present that the Board vote be deferred until the staff has clarified a memo sent by EOCD regarding the purchasing of computers.
- E. Labor & Industries decision not to allow the reclassification of the position of Assistant Custodian to Maintenance Aide was discussed.
- F. It was the sense of the Board that the Authority would not submit an application for the 2nd round of EOCD's Housing Funds.
- G. The Board reviewed Great Hills' Right of First Refusal for five units to be set aside by the Developer for the Authority.
- H. Father Walsh's letter regarding the Archdioceses' position on local housing issues was noted.
- I. Jack Ormsbee's party to be held on March 25, 1988 was discussed.
- J. The invitation of the Wayland Housing Authority to Board members for February 24, 1988 was noted.

- K. The Executive Director reviewed the Tort Claims for Housing Authority with the Board.
- L. The Board discussed Mr.Kiver's letter in which he states he would like to purchase something for the Windsor Green Tenants Organization. The Executive Director was instructed to contact the Tenants Organization for their input.
- M. The Board discussed the proposed Special Assessment for Colonial Pines to cover the cost of upgrading the Fire Alarm System.
- N. The Annual Sea Crest meeting will be held May 15,16,17, & 18th.
- O. Discussion followed regarding a tenant withholding rent until her unit has been soundproofed. The Board reviewed her Grievance Form, submitted against the Executive Director for discrimination. The Executive Director's letter written in response to the complaint was reviewed.
- P. Joseph Mercurio moved that the Authority's Legal Counsel fee be increased from \$45.00per hour to \$75.00 per hour. Barbara Yates seconded the motion and all members approved.
- Q. Barbara Yates moved that the Executive Director be authorized to purchase a slide projector. Joseph Mercurio seconded the motion and all members approved.

8. Old Business:

A.Windsor Green:

- 1.The Executive Director informed the Board that proposals for the addition of gutters and downspouts are being requested.
- 2.Bids for relocating the Junction Box for the Septic System are being selected.
- 3.Jean Schoch moved that the Executive Director be authorized to hireIntech Specialties to do the necessary air sealant at Windsor Green. The cost not to exceed \$7861.24.
- 4. Ken DiNisco's request for fee for extra services regarding the change orders at Windsor Green for remedial repair work was noted. Marlin Murdock moved that Mr.DiNisco's request be denied. Joseph Mercurio seconded the motion. After a discussion of the request it was the sense of the Board to have the Executive Director contact EOCD for their input.

B. McCarthy Village:

- 1.The site work, expansion tanks, and the need for additional insulation between units was discussed.
- 2. The Executive Director stated that she would draft a letter to be signed by the Chairman of the Board informing the residents of McCarthy Village of the award of monies to construct new housing at McCarthy Village.

C. Condominiums located at Great Road Condominiums:

- 1. The Board deferred approval to purchase four(4) condo units until EOCD has approved the purchase.

9. New Business:

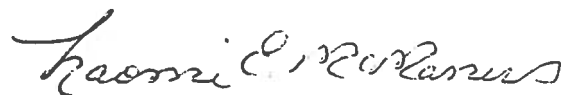
A. Discussion followed regarding the Development Meeting attended by the Executive Director for the \$3.2million awarded Acton by EOCD.

B. Dr.Feltus and Chip Agule's requests to have the Authority purchas additional units was discussed.

10.The Regular Meeting adjourned at 10:00pm.

11.The next Regular Meeting will be held on March 7,1988 at 7:30 pm at 68 Windsor Avenue, Acton,Ma.

Respectfully Submitted,



Naomi E.McManus
Executive Director