

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting , March 7, 1988, 7:30pm, 68 Windsor Ave.

Attendance: Present : Marlin Murdock, Joseph Mercurio, Barbara Yates,
Jean Schoch. Naomi McManus, Ann Hosmer, Gail Hembrough/AHA.

1. Marlin Murdock, Chairman, called the Regular Meeting to order at 7:30pm.
2. Joseph Mercurio moved to approve the minutes of the Regular Meeting of February 22, 1988. Barbara Yates seconded the motion and all members approved.
3. Barbara Yates moved to approve Voucher # 52 for the amount of \$122,514.29. Jean Schoch seconded the motion and all members approved.
- 4. Executive Director's Report
 - A. Discussion followed regarding the Authority's purchase of the single user computer.

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

AYES

Jean Schoch
Barbara Yates
Joseph Mercurio
Marlin Murdock

NAYS

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

The following resolution was introduced by Marlin Murdock,

read in full and considered:

That the Acton Housing Authority Board authorize the Chairman to sign the Contract for Computer Hardware and Software with Management Computer Services, Inc. The total amount for purchase of the single user is \$10,495. The contract will be forward4d to EOCD for approval.

- B. The Executive Director discussed with the members the need to replace the carpeting in an entire unit at Windsor Green as a result of damage, cigarette burns throughout. After reviewing the options of requesting 100% reimbursement \$833.00 or requesting 33% reimbursement, the depreciation value set by an insurance adjuster, \$274.89, Joseph Mercurio moved that the tenant be charged the cost of the rug less the depreciation of eight years which is \$274.89. Barbara Yates seconded the motion and all members approved.
 - C. The Executive Director reviewed with the members an incident in which a resident of Windsor Green had damaged the hall rug in her unit due to a frying pan fire. The full replacement cost of the section replaced was \$268.00 Joseph Mercurio moved that the tenant be charged the replacement cost less the eight year depreciation or \$88.44. Barbara Yates seconded the motion and all members approved.
 - D. The Board reviewed EOCB proposed amendments to Affirmative Action Governing Local Housing Authorities.
 - E. The Executive Director informed the Board that the Authority's legal counsel was drafting an agreement that would require the bank backing RoseStone development to put monies in an escrow account for the construction of the units being offered by the Right of First Refusal Agreement signed by the Developer for the Authority.
 - F. The Board deferred approval to purchase the four Great Road Condominiums until EOCB is able to conduct a field inspection of the units. The offer of a local landlord to sell fifteen rental units was discussed by the members. It was the sense of those present that EOCB should conduct a site review of both of these properties to determine the appropriateness of the Authority purchasing the units.
 - G. Marlin Murdock moved to renew the joint agreement between the Boxboro Selectmen and the Acton Housing Authority to authorize the Authority's Administration of the Section 8 Existing and the Chapter 707 Rental Programs in Boxboro. Barbara Yates seconded the motion and all members approved.
 - H. EOCB's memo outlining Pets in Elderly Housing Developments was discussed. Joseph Mercurio moved that the Chairman be authorized to sign the intention letter stating that on a case by case basis an elderly resident would be granted permission to have a pet in their unit.
5. New Business
- A. The Board reviewed the Section 8 existing income limits effective January 15, 1988.

- B. Barbara Yates moved that the Authority approve the new income limits effective April 1, 1988 for all the State Housing Programs as outlined below.

Number of persons in the household							
<u>One</u>	<u>Two</u>	<u>Three</u>	<u>Four</u>	<u>Five</u>	<u>Six</u>	<u>Seven</u>	<u>Eight or More</u>
18,144	20,736	23,328	25,920	27,540	29,160	30,780	32,400

Jean Schoch seconded the motion and all members voted to approve.

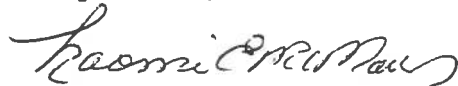
- C. The Executive Director has been asked to meet with the Regional Directors & Staff of the Massachusetts Housing Partnership of EOCD to discuss how local communities develop affordable housing.
- D. The Executive Director is serving on a Local Housing Authority Advisory Committee at EOCD reviewing how to improve Public Housing Production.
- E. The Acton Selectmen's sewer memo was noted.
- F. The Executive Director is finalizing her Annual Report to EOCD on Tenant Selection conducted by the Authority in 1987. The final report will be made to the Board at the next Regular Meeting.
- G. An updated Program Description of the Authority' housing programs was made available to the Board.
- H. The Chairman's letter to the residents of McCarthy Village, informing them of the possibility of development of additional housing at the end of Sachem Way, was reviewed.
5. Old Business

- A. The family resident, who has filed a discrimination complaint against the Director, was reviewed. The resident will contact the Massachusetts Commission Against Discrimination and request a representative be sent to Acton to review the matter. Counsel for the Authority is handling the legal matter. The resident is withholding her rent, in escrow, because of the transmission of sound between her unit and the other side of the duplex. There is a joint meeting scheduled March 24, 1988 with the resident, the Authority's legal counsel, and the Executive Director, to discuss the issue.
- B. The Boxboro Selectmen have not finalized their decision with regard to regionalizing with Acton or forming their own Housing Authority.
- C. The Board reviewed with the Executive Director, DiNisco and Kretsch's request for an Extra Service Payment for

Change Orders 1 through 7. After discussion Barbara Yates moved that the Board approve Change Orders 1,4,& 6 in the total amount and that the architects fee be set at \$991.62 for Extra Services. Joseph Mercurio seconded the motion and all members approved.

- D. The Executive Director informed the Board that she has been requested to attend a meeting at Senator Paul Cellucci's office on March 9,1988 to discuss the Great Hill Project with the Senator and representatives of HOP.
 - E. The thermostat has been relocated at 27 Concord Road. This will enable a better dispersment of heat through the 4 unit side. The cost for relocating the thermostat was \$90.00.
 - F. The Executive Director will submit to the Board,at the next Regular Meeting,a final report listing the items that still have not been resolved at McCarthy Village.
- 6. The next Regular Meeting will be held March 21,1988 at 7:30pm 68 Windsor Avenue.
 - 7. The Regular Meeting adjourned at 9:00pm.

Respectfully Submitted,



Naomi E. McManus
Executive Director