

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting, 26 July 1988, 7:30 pm, 68 Windsor Avenue

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

1. Marlin Murdock called the Regular Meeting to order at 7:30pm.
2. Joseph Mercurio moved that the Minutes of the Regular Meeting of June 13, 1988 be approved. Barbara Yates seconded the motion and all members approved.
3. Barbara Yates moved that voucher # 57 in the amount of \$417,891.67 be approved. Joseph Mercurio seconded the motion and all members approved the motion.
4. Executive Director's Report
 - A. The salary requests by the Executive Director to EOCD for the Administrative Staff of the Authority were noted.
 - B. Discussion followed regarding the damage to a resident's car at Sachem as a result of a severe lighting storm.
 - C. The Board reviewed the memo from EOCD regarding the new Capital Improvement inventory system.
 - D. The Maintenance Seminar to be held at Sea Crest in the Fall was discussed.
 - E. Yankee Village's Annual Meeting was held June 26, 1988.
 - F. The Board reviewed the Executive Director's letter to Steve Graham regarding his law firm's termination as Counsel for the Authority.
 - G. The Board reviewed the Director's letter to the North Acton Developers that if their project is built the Authority would be interested in purchasing 5% of the single family units.
 - H. Barbara Yates moved that the law firm of Dane and Greenberg be informed that they have been selected by the Authority as Legal Counsel. Jean Schoch seconded the motion and all members approved.

- I. Discussion followed regarding the remaining repairs to be completed in the new condo units the Authority has just purchased at Great Road Condominiums.
- J. The Executive Director's hiring of Frank Baiarrio as a 20hr. a week Assistant Custodian was approved.
- K. Joseph Mercurio moved that based on the input the Executive Director has received from EOCD that the Authority not renew the Public Officials Liability Insurance. Jean Schoch seconded the motion and all members approved the motion.
- L. Board reviewed the Executive Director's memo regarding the Parking Policy for the elderly tenants.
- M. The Mass Small Cities Program RFP was noted.
- N. The Executive Director discussed with the Board the possibilities of the Authority requesting the Developer of Bayberry Condominiums to donate monies to the Planning and Development fund of the Authority instead of selling two condo units to the Authority. A decision on the matter was deferred.
- O. The Board discussed the Authority's final copy of the Five Year Plan.
- P. The MHFA's Home Improvement Loan Financing was noted.
- Q. The Board approved the Executive Director's request to update the Authority's slide show.

5. Old Business

- A. The Board approved the Executive Director's recommendation in rating the G.C. of the remedial repairs of Windsor Green at 86%.
- B. The ceiling leak under the bathroom of the four unit side at Eliot House was discussed. The plumber has submitted a bill for services rendered as he was called to repair the leak twice and each time the leak could not be traced to the plumber's work. Joseph Mercurio moved that McCarthy Plumbing be reimbursed for their services in the amount of \$ 97.04 if EOCD granted authorization. Jean Schoch seconded the motion and all members approved the motion.
- C. John Hughes reviewed the current status of McCarthy Village. Joseph Mercurio moved that the Acton Housing Authority request EOCD approval of Hughes & MacCarthy's request of \$37,753.95 fee for extra services. Barbara Yates seconded the motion and all members approved the

motion.

Barbara Yates moved that Hughes & MacCarthy's request for final payment of \$500.00 be approved. Jean Schoch seconded the motion and all members approved.

6. The Regular Meeting adjourned at 10:00 pm
7. The next Regular Meeting is scheduled for August 29, 1988 at 7:30 pm.

Respectfully submitted



Naomi E. McManus

Executive Director