

TOWN OF ACTON

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ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of April 26, 1993, 7:30 pm, 68 Windsor Avenue, Acton, Ma.

Attendance: Peter Berry, Tom Dill, Barbara Yates, Barbara Willson. Naomi McManus, Ann Hosmer, Gail Hembrough/Acton Housing Authority.

Absent: Jean Schoch

- 1). Barbara Yates called the Regular Meeting to order at 7:30pm.
- 2). Peter Berry moved that the Minutes of the Regular Meeting of March 1, 1993 be approved. Barbara Yates seconded the motion and all members voted to approve.
- 3). The Board reviewed the March payment voucher. Barbara Willson moved that the Board approve the voucher in the amount of \$132,946.49. Tom Dill seconded the motion and all members voted to approve.
- 4). Executive Director's Report

A). The Board was informed that in the near future a Special Assessment will be levied on each unit owner at Pillar I Condominium Association for the repair and replacement of the roof. Additional information will be presented to the Board at a later date.

B). A workshop on the Federal HOME Program will be held May 7, 1993 at Nichols College. Board Members wishing to attend must contact the office in order that a reservation can be made in their name.

C). Based on the recommendation of the Executive Director Peter Berry moved that the Board vote to write off the unpaid debt of a previous 705-C tenant in the amount of \$152.00. Barbara Willson second the motion and all members voted to approve.

D). The Board was informed that MAGIC, a subcommittee of Metropolitan Area Planning Council, is contemplating forming a sub committee of ten towns to study regional housing needs.

E). The State Auditors will be conducting their Single Audit Review of the Authority starting on May 10, 1993.

F). The Board has agreed to contribute \$300.00 for the purchase of recreational equipment for children living at Mccarthy Village. Last years contribution by the Board was never used as the residents decided not to fund raise. The monies will be taken from the Planning and Development Fund.

G). The E.D. discussed EOCD's memo regarding early retirement for employees. As a result of the Authority's insufficient reserve monies the option can not be offered to eligible employees.

H). An Auction will be held at the Discovery Museum on May 14th. If a member of the Board attends they were encouraged to thank the Museum staff for the yearly camp scholarship provided to a child subsidized by the Authority.

I). The E.D. discussed with the Board that a child had injured her ankle at McCarthy Village.

J). Peter Berry was informed that there will be a Middlesex Retirement Meeting to be held on May 14, 1993.

K). The memo that an employee, 70 years of age or older, no longer is required to have a medical examination for continued employment was noted.

L). The E.D. informed the Board that she spoke to Minuteman Home Care Corporation regarding the possibility of their placing a elderly person as a receptionist.

M). The Board was informed that three elderly residents at Mccarthy Village have voiced their concerns and disapproval on where the vegetable garden has been placed.

N). The E.D. informed the Board that two insurance salesmen, after visiting their client at Windsor Green, proceeded to strongly solicit another elderly neighbor into signing a contract for life insurance. The E.D. has contacted the home office requesting a full investigation with a final written report provided once their investigation has been completed.

5). Old Business

A). The E.D. updated the Board on the current status of the water problems in the Authority's basement units at Rosestone. The developer's engineer is currently evaluating the options available in resolving the ongoing problem. The E.D. will keep the Board updated.

B). The Board reviewed and discussed the Authority's proposal to United Way. The E.D. and representatives of other community agencies who requested funds were invited to speak at the United Way's Breakfast meeting.

C). The final grading of the Eliot House grounds will be completed by E.A. Comeau during the next few weeks.

D). Tom Dill suggested that the Authority needs to have the Beacon write an article on the many programs and services that the Authority provides its clients. The summer campership program, currently underway, would be an excellent starting point.

E). Peter Berry moved that the Chairman is authorized to sign the amendment to the ACC for the MRVP Program for the Authority. Barbara Willson seconded the motion and all members voted to approve.

F). The Board reviewed the Anti-discrimination memo from EOCD. Based on the written material provided by EOCD the E.D. will draft a policy for the Board's review and approval at the next Regular Meeting.

G). Barbara Willson moved that the proposed CORI policy as presented by the E.D. be approved. Tom Dill seconded the motion and all members voted to approve.

H). Barbara Willson moved that the Board approve the new income limits for the MRVP Program. Peter Berry seconded the motion and all members voted to approve the following limits:

MASSACHUSETTS RENTAL VOUCHER PROGRAM
ELIGIBILITY/INCOME LIMITS
EFFECTIVE MARCH 1, 1993

Number of Household Members	200% of Federally Established Poverty Level Standard for Massachusetts
1	\$13,940
2	\$18,860
3	\$23,780
4	\$28,700
5	\$33,620
6	\$38,540
7	\$43,460
8	\$48,380
Over 8	Add \$4,920 for each additional household member

I). Peter Berry moved that the Board approve the new income limits for the Section 8 Program. Tom Dill seconded the motion and all members voted to approve the following income limits:

STATE: MASSACHUSETTS PREPARED: 12-23-92		PROGRAM	I N C O M E L I M I T S							
			1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
PMSA	: Boston, MA	VERY LOW-INCOME	17900	20500	23050	25600	27650	29700	31750	33800
FY 1993	MEDIAN FAMILY	LOW-INCOME	27800	31750	35750	39700	42900	46050	49250	52400
INCOME:	51200									

6). New Business

A). The Chairman appointed Peter Berry and Barbara Willson to the Nominating Committee. The Annual Meeting will be June 7, 1993 and will follow the Regular Meeting.

B). E OCD's memo regarding Pets in Family Housing was noted. Further clarification will be given by the E.D. at the next Meeting.

7). The Regular Meeting adjourned at 9:45 pm. The next Regular Meeting of the Board was scheduled May 17, 1993 at 7:30 pm.

Respectfully submitted,



Naomi E. McManus
Executive Director