

Members Present: Chairman Jean T. Mayo
Raymond Labossiere
Laura P. Jackson
Charles G. Haynes

Staff: Elliott A. Smoler
Edward L. Studley
Frank K. Duffy, Esq.

Also Present: Mary Lou Utley
Paul E. Utley
Elizabeth F. Plaussy
Thomas E. Plaussy
Louis Copestick
Elizabeth L. Copestick

This meeting was rescheduled from August 9th due to a hurricane threat. The Chairman called the meeting to order at approximately 7:40 p.m.

Mr. Labossiere moved that the minutes of the last regular meeting, July 12, 1976 be accepted as corrected, with the word "repaired" to replace the word "received" in the paragraph dealing with ariconditioning; Mrs. Jackson seconded the motion and it was SO VOTED.

Under old business, the Chairman stated and welcomed the appointment of Charles G. Haynes of 31 Deepwood Road., Falmouth as the State Member to the Authority. Mr. Haynes was appointed July 26, 1976, with a Certificate of Appointment from William G. Flynn, Secretary of Department of Community Affairs, for a term to expire July 16, 1981. The qualifying oath was administered on July 30, 1976 and certified by John Tavares.

The Report of Affirmative Action Plan by Laura Jackson was submitted and Mr. Studley said it has been posted. Mrs. Jackson commented on the purpose of the mailing list to minority contractors. Mr. Haynes moved that the Report of Affirmative Action Plan be accepted, Mr. Labossiere seconded the motion and it was SO VOTED.

The Chairman read a letter from the DCA by Malcolm A. Cole, Director of Bureau Housing Management and Tenant Services regarding approval of extension of time for submission of Lease and Grievance Procedures. Our request was approved and we have until September 1, 1976 to submit both procedures with an extension of time, if needed, but not past October 1, 1976. The Chairman stated that both these procedures are completed and all that's needed is the TUF signatures. Mr. Labossiere moved that we accept drawing lease for public housing for tenants in Falmouth and the Grievance Procedure. The Chairman seconded the motion and it was SO VOTED.

Mr. Studley explained the use and bonding of facsimile signatures and the signature machine would cost about \$250. Mr. Studley recommends its use as there are 400 or more signatures needed per month and can be controlled by vouchers signed before checks are released. Mr. Labossiere does not go along with it, Mrs. Jackson is in favor of it as a time saver with vouchers as a reference. Mr. Haynes is in favor of it. The Chairman suggested putting the decision off until next month when Mr. Rainnie is here to have the total board present for voting.

Bids for spraying trees and shrubs at the elderly projects were read and discussed. Mr. Studley recommended we take the lowest bidder by project and this was agreed on. Mrs. Jackson moved we accept the bid of Allenby Co. for Mayflower at \$80., General Tree Service for Salt Sea at \$120., and General Tree Service for Rose Moring Drive at \$80., Mr. Labossiere seconded the motion and it was SO VOTED.

Signature cards for banks were passed around for signatures. (Five signatures are needed.)

Mrs. Jackson resigned the position of Assistant Secretary and it was accepted. Mr. Labossiere nominated Mr. Haynes for check signing Assistant Secretary and it was SO VOTED.

The Request for time - Legal Services for Cape Cod & Islands, Inc. - Hayden Fitts, Esq. was not heard as Miss Fitts was not present, as she had called to say she could not appear at the meeting.

Mr. Studley said that the other people present are here for Executive Session.

Before adjourning to Executive Session the Chairman cited it's purpose as listening to landlord and tenant complaints, stated the regular meeting will not reconvene this evening. The members voted to go into Executive Session as follows: Mr. Haynes, yes
Mrs. Jackson, yes
Mr. Labossiere, yes
Chairman, yes

Time approx. 8:00

Members Present: Chairman Jean T. Mayo
Raymond Labossiere
Laura P. Jackson
Charles G. Haynes

Staff: Elliott A. Smoler
Edward L. Studley
Frank K. Duffy, Esq.

Also Present: Mary Louise Utley - 116 Jamie Lane
Paul E. Utley
Elizabeth F. Plauskys - 36 Jamie Lane
Thomas E. Plauskys
Louis Copestick of Hatchville
Elizabeth L. Copestick

The Chairman called the executive session to order at about 8:00.

The Plauskys, Utleys and Copesticks were introduced to the board. Mr. Plauskys stated they were here to complain about our tenants, Mr. & Mrs. Kempton of 42 Jamie Lane (705 tenants). Mr. Plauskys complained about garbage, taking boarders in, breaking peace thru children's and Mrs. Kempton's screaming, Mr. Kempton firing a 22 gun, air gun, pellet gun, etc. Mr. Kempton fires into the fireplace or outside in a nearby gravel pit - has been reported to police numerous times; no gas heat for six months, all sleeping in livingroom using fireplace for heat and later for cooking when lights were shut off for a week. Is concerned for neighborhood children as well as the Kempton's three children. Mr. Plauskys feels the FHA should check the credit on people before letting them rent a house. Mr. Utley spoke next saying he works for Cape Cod Gas Co. and the Kempton's gas has recently been turned back on in Mrs. Kempton's name after Mr. Kempton took it upon himself to jimmy the lock off the gas and put it back on which it is very dangerous. Mrs. Jackson asked if shooting is still going on and Mr. Plauskys said not for the last couple of months due to complaints. Mr. Plauskys said Mr. Kempton was under court investigation to see a psychiatrist for exposing himself to a minor and feels the FHA should have investigated him more before putting him into housing. The Chairman asked Mr. Smoler if we were aware of what was happening- he said some of it. Mr. Plauskys asked what would happen if gas was turned off again and Mr. Studley said we should bring it before the board and our attorney and take it under advisement.

Mr. Copestick, Mrs. Kempton's father, discussed Mr. Kempton's lack of ambition to work sadistical attitude and obsession with guns. Is concerned for his grandchildren and daughter - the Kemptons are presently under investigation by the SPCC. (Mrs. Kempton has had previous psychiatric help) Mr. Studley said whenever he asked them to move junk or trash they did so. Mr. Copestick said their boarders were on welfare and Kempton's collected the checks and would not pay any bills. One boarder had suicidal tendencies - had previously slashed her wrists. Mr. Haynes asked Mr. C. if while he as visiting there if he noticed any beds in the bedrooms - Mr. C said there were none. The Chairman asked Mr. C. who notified the SPCC - he did not know, some woman in Bussards Bay and then he was contacted. He then spoke of his daughter's use of profanity and Mrs. Plauskys agreed to witnessing this as well as the children's screaming.

Mr. Duffy asked about what guns were fired and how they were fired and exact dates. They could not give exact dates but sighted different incidents. Mr. Labossiere asked if they were ready to go to court to verify their statements, they answered yes. There was general discusson on the 705 program, apartment expenses vs home expenses, eligibility of applicants, guidelines and verification of income. Mrs. Plauskys asked more rigid inspections of the property although she said lately the Kemptons have done an about face as they know they are being investigated. Mr. Labossiere wished they could have been here while screening applicants for that house as they (Kemptons) were A-#1, beautiful people, the need was there.

Mrs. Utley stated she was here strictly for the safety of all the children and cited an incident where her son was sitting across from the Kempton's house with a gun barrel directed at him; she went to the police but had no case as she had not seen the fun fire. Mr. Labossiere asked why he hasn't heard about this prior to this; they said they have made numerous calls to the police and Mr. Studley. Mrs. Utley want's to see help given to the children and Mr. and Mrs. Kempton. The Chairman said the only situation we can deal with is the housing situation, not the family situation and asked if they were prepared if we have a messy eviction, they said yes. Mr. Utley was concerned as to what would happen after eviction, would another neighborhood end up with the same problems. The Chairman said hopefully Social Services would give them help they needed. Mr. Haynes said if they were evicted, they were not eligible for more units unless changes in any way, then someone in the family could be eligible. Mrs. Utley said they need help behind them to get help for the children. Mr. Duffy stated one of the problems with an eviction is in the situation when the rent is paid up,

eviction is very difficult and what is said in court can be only specifically what you saw yourself. Mrs. Plausky said other witnesses are afraid of Mr. Kempton and his possible retaliation. The Chairman said we will discuss this at length, thanked them for coming in, wished they had come sooner. Approx. 8:45.

Mr. Labossiere moved that the minutes of the Executive Session of July 12, 1976 be approved as corrected, Mrs Jackson seconded the motion and it was SO VOTED.

The Chairman read a letter from Mr. Duffy regarding Joseph P. Roman, et al vs Rita Lopes asking for further discussion with the board at this meeting as he is not that familiar with it. Mr. Duffy explained the situation as a suit against Mrs. Lopes by Mr. Roman for personal property damage of \$188. and property damage of \$825. to his 904 W. Falmouth Highway property while Mrs. Lopes lived there. Mr. Smoler looked through the past minutes and found the March 10, 1975 minutes as the reference to when Mr. Roman originally was before the board to complain about this. It was agreed that most of the items on the list were not the FHA liability. Mr. Studley asked if we had made an offer to Mr. Roman, Mr. Duffy said he wrote to him a month ago asking if he would submit a settlement figure. The response was that he wanted it tried on October 29, 1976 (as scheduled). Mr. Duffy said he would contact Mr. Roman to come into his office to discuss it, Mr. Smoler said he would come too. Mr. Labossiere read the list of damages and the minutes of March 10, 1975. Mr. Duffy said it would probably be a one day trial and would cost about \$125. The Chairman asked Mr. Duffy to re-read the old minutes and assess the situation for next months meeting.

Mr. Duffy said the two pending eviction cases (Alfreda Rogers and Marsha Carlisle) are in process, notice to quit has been served on Mrs. Carlisle and there is a complaint filed in First District Court to evict Mrs. Rogers.

Regarding 26 Jamie Lane (formerly occupied by Barbara Morris) Mr. Duffy said he wrote to Mr. Sam Vecchione offering him \$20. as instructed at the last meeting. He then read the letter of angry response from Mr. Vecchione, and also received a letter from Atty. Arthur Reposa saying Mr. Vecchione consulted him and asked for a list of the damages. Mr. Duffy read the list of damages for \$725.50 and it was decided to wait until next month's meeting for a report on this.

Regarding 26 MONTAUK St., Teaticket (formerly occupied by Donna Catanzaro) Mr. Duffy said the original bill submitted by Mr. Kinchla was for \$955.38 (for the landlord-Francis X Dunne). Mr. Duffy wrote to him on July 22, 1976 offering a \$200. settlement. Mr. Kinchla wrote back on July 31, 1976 stating Mr. Dunne accepts the \$200. offer.

Mr. Duffy reported that he has been in touch with the Regional Council for HUD regarding the Mahlstedt & Gravlin case. (see ex. min. 7/12/76). He briefly reviewed the case, court's ruling and question of appeal. HUD tentatively decided they did not think an appeal was warranted and wanted the case dropped. They did not want to see a precedent set state-wide in this particular case. Mr. Duffy suggests notifying the area Council for HUD, in person, in the event we have another suit involving a Sec. 8. On an appeal they would have to approve an advance of all costs and fees and in this case they won't do it. Mr. Smoler said when Mahlstedt & Gravlin get their certificate back they intend to again lease the Cooper Rd. house (where the original problem began). There was some discussion about this including the fact that Mary Mack (landlady) has since passed away.

Mr. Studley corrected the gas bill amount due as there was a meter mixup. Mr. Labossiere mentioned his disapproval of the bill for \$178. for office supplied for TUF - part of a supplementary budget. Mrs. Jackson moved that the bills be paid, Mr. Haynes seconded the motion and it was SO VOTED with Mr. Labossiere abstaining.

Mr. Smoler passed out estimates for damages from Elmer O. Landers, (one for \$1988.00 and one for \$1622.25, totaling \$3,610.25) the largest single claim to date)...for property located on W. Falmouth Highway previously leased by Mildred Schroeder who was present after the lease expired and was evicted (2 1/2 weeks ago). Mr. Smoler inspected the property twice and the last time with Mr. Haynes along with a copy of the list of damages. They went through the list item by item and came to the conclusion that we owe Mr. Landers very little. Mr. Haynes passed out copies of his inspection report dated August 6, 1976 showing itemized damages and his conclusions on each. This was discussed in detail with our responsibilities leaning towards the door screen, burned cabinet door, broken globe on the light fixture and extermination done for flees. Yearly inspections were discussed with emphasis put on communicating to our tenants that every area of a unit must be seen, as in this case, Mrs. Schroeder only allowed Mr. Smoler into the kitchen while she was a tenant. Mr. Labossiere made a motion that we leave it to our attorney to settle for the approximate sum of \$125. we agree is our responsibility.

Mrs. Jackson asked about the house on Brick Kiln Rd. Mr. Smoler said the issue is whether tenant is living there or not and Mrs. Jackson said not for two and 1/2 months. Damage was discussed, tenants, responsibility, that the landlord wants to terminate

the lease now and re-rent it. (Lease up in October not to be renewed.) The Chairman asked if the tenant was approached to pay some of the bills; Mr. Smoler said "no" as judgement can't be made as she has less than \$125. week income. Mr. Duffy explained the court procedure and results it less than \$125. week income. The Chairman asked if we should persue this strictly for policy sake and the increase in this kind of situation. Mrs. Jackson feels putting it in court is a good thing as it would say we're going as far as we can whether we win or lose.

The Kempton situation on Jamie Lane was discussed; Two and ½ months rent is owed. (\$192), the house is dirty but not damaged, there could perhaps be a drug situation there. Mr. Smoler said Mr. Copestick lost a suit last year to have the children removed due to insufficient evidence and does not feel the situation is as bad, with the exception of the shooting. Mr. Studley wondered whether the situation discussed is still going on. Mr. Duffy reminded us that if we wanted to go ahead with an eviction that it is very important to talk about a current situation. Mr. Haynes said that most of the discussion was concern for the children which is out of our jurisdiction and those items of our concern have mostly been eliminated. The Chairman felt the suit should be through Social Services. Referring to previously mentioned child abuse. Mr. Smoler said he recently saw all three children naked and not one had a mark on him. Mrs. Jackson feels that all that is current is that they are behind in their rent which they are trying to get caught up. Mr. Duffy said this situation will probably come up again and suggests the Utleys, Plauskys and Copesticks come to his office to talk, get dates and enough information to start a file for later reference; the board agreed.

Mr. Labossiere stated that when we negotiated to take the 705 program, one of the promises we made to the town, selectmen, to everybody, was that if there ever was a problem with the 705 that we would clean it up. That is our job to clean it up, not matter how it is done, even if we have to hire our own policeman to go there to investigate this. We promised not to allow a neighborhood to get upset over one of our 705's and it's our responsibility to do something about it and to stop it. The Chairman feels it should all be documented, Re-evaluation was discussed (as in this case) regarding the husband leaving, the wife being re-evaluated and thus having her rent lowered, the husband returning two days later and due to a loophole in the regulations, not being re-evaluated for a year. ie: Rent can go down anytime there's a decrease in income but cannot be raised until the next annual re-evaluation, unless there's misrepresentation of fraud. The Chairman asked if we, as an official town body, should send a letter to the SPCC notifying them that we have had a complaint come in on behalf of these children. Mr. Duffy suggested waiting until he sends letters to and talks with the Utleys, Plauskys and Copesticks again and is reassured of their authorization to do this. The Chairman asked what we are going to do about other incidents where utilities are shut off in our 705's for three to six months at a time. Mr. Smoler said the state is coming out with new guidelines on management plan for 705 and one of the problem areas is rent determination as far as utilities go. They (state) are considering going along with Sec. 8 scale for utilities - deducting the amount of utilities from the rent payment; another possibility is to have the Authority pick up one utility and the third; is having Authority pick up all utilities and just charging tenant straight 25% of his income. (Note: There are three problems out of Sixteen 705's)

Mrs. Jackson moved that we spend up to \$100. for a tape recorder for the FHA, Mr. Labossiere seconded the motion and it was SO VOTED.

Mrs. Jackson asked Mr. Studley the status of the Montauk Street house. He said another tenant is there (Doherty), she seems to be fine, there is the lawn and gravel drive to be put in.

Adjourned at 10:05

FALMOUTH HOUSING AUTHORITY _ September 13, 1976 - 7:30 P.M. - 346 Gifford Street

Members Present: Chairman Jean T. Mayo
 Laura P. Jackson
 W. Ward Rainnie
 Charles G. Haynes

Staff: Edward L. Studley
 Elliott A. Smoler

The Chairman called the meeting to order at about 7:40 p.m.

Mr. Rainnie moved that the minutes of the last regular meeting of August 16, 1976 be accepted as corrected, the motion was seconded and it was SO VOTED.

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The first item of old business, use of metal facsimile signature plates - purchase of check signing machine was tabled until 8 p.m. in hopes that Mr. Labossiere would be present by then to vote.

The bids for exterior painting at 123 Maravista turned out to be one bid received from Joseph J. Costa, Jr. Mrs. Jackson moved that we award the contract to Joseph J. Costa, Jr. in the amount of \$396. which is minus the cost of paint (FHA to furnish the paint under HUD contract), Mr. Haynes seconded the motion and it was SO VOTED.

The report of availability of family and elderly housing through the Farmers Home Loan Association was explained by Mr. Smoler. Basically there are three programs: 1. Home purchase plan for low income families whose adjusted gross income is less than 12,900/year at 8½ % interest and families with adjusted gross income of \$8,500 or less at 1% interest with the government, through the Department of Agriculture, subsidizing the balance. 2. Rental housing, i.e. multiple dwellings (not feasible for this area). 3. Housing for the elderly at 1% interest (to FHA as buyers) over a 50 year period with construction costs kept to approximately 22,000 per unit. After the general discussion was decided that the first and third programs should be looked into more by Mr. Smoler, Mr. Rainnie and Mr. Haynes with lot availability considered for a more solid proposal.

Mr.s Jackson moved we approve the use of metal facsimile signature plates and purchase a check signing machine not to exceed \$300., Mr. Rainnie seconded the motion and it was SO VOTED.

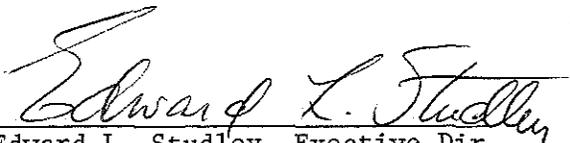
Mr. Haynes moved that Mrs. Laura Jackson be the Affirmative Action Officer, Mr. Rainnie seconded the motion and it was SO VOTED.

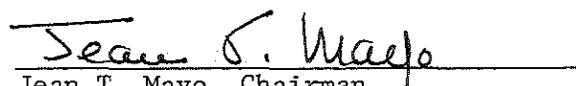
Mr. Haynes moved that we pay the bills and it was SO VOTED.

Before adjourning the Executive Session the Chaiman cited it's purpose as listening to landlord and tenant complaints, stated the regular meeting will not reconvene this evening. The members voted to go into Executive Session as follows:

Mr. Haynes - yes
Mr. Rainnie - yes
Mrs. Jackson - yes

Time: approx. 8:05


Edward L. Studley, Exective Dir.


Jean T. Mayo, Chairman

FALMOUTH HOUSING AUTHORITY - EXECUTIVE SESSION - September 13, 1976

Members present: Chairman Jean T. Mayo
Laura P. Jackson
W. Ward Rainnie
Charles G. Haynes

Staff: Edward L. Studley
Elliott A. Smoler

The Chairman called the Executive Session to order at about 8:05 p.m.

Mr. Haynes moved that the minutes of the Executive Session of August 16, 1976 be approved as corrected, Mr. Rainnie seconded the motion and it was SO VOTED.

On pending matters, Mr. Duffy settled and sent out claims to Frances X Dunne, re: property at 26 Montauk St.- settled fro \$200. and one to Mr. Redmon J. Condon - settled for \$25. Mr. Duffy also contacted Mr. Elmer O. Landers and offered him \$125., he has not heard from Mr. Landers nor has he heard from Mr. Sam Vecchione.

Regarding the Kempton matter: Mr. Duffy had a meeting at his office with the Jamie Lane neighbors and Copesticks who were at our last meeting. Mr. Duffy reviewed what was discussed, being pretty much the same as lasts month's meeting. Current complaints on September 1st and September 6th were against visitors of the Kemptons. Mr. Duffy read a letter from Paul Carreiro, Community Services Officer, in answer to the September 1st complaint and investigation. In terms of eviction, Mr. Duffy would prefer the grounds to be non-payment of rent which will be followed up on October 1, 1976 and if still behind in their rent, a notice to quit will be served the Kemptons.

Mr. Duffy said the Alfreda Rogers trial (eviction) is this Thursday.

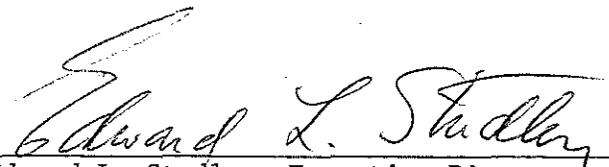
Mr. Smoler passed out copies of a July 9, 1976 letter from Redmond J. Condon, Agent for Realty Trust regarding cleaning of carpeting and walls, etc. to one of their apartments. The Board asked Mr. Duffy to send Mr. Condon a note explaining that we are not responsible for cleaning.

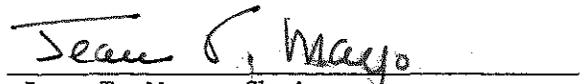
Mr. Smoler passed out copies of a July 12, 1976 letter from Paul Carriero regarding fire damages to his property at 4 Victor Lane, E. Falmouth occupied at the time by the Leighton family. Not all of the damage was due to the fire. Mrs. Jackson moved that we contact Mr. Carriero to settle for \$82. for the hole in the wall and the replacement of the bathroom fixture and it was SO VOTED.

Mr. Smoler passed out copies of an August 12, 1976 bill from David Cyr for damages to his property formerly leased by Sylvia Pratt (23 lease). Mrs. Jackson moved that we settle for \$95., Mr. Haynes seconded the motion and it was SO VOTED.

Mr. Haynes asked the Boards permission to ask the D.P.W. for occasional use of one of their trucks for work needed; it was granted with the stipulation the work be on one of our 705 houses.

Adjourned at 9:10 p.m.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

FALMOUTH HOUSING AUTHORITY - October 18, 1976 - 7:30 p.m. - 346 Gifford Street

Members Present: Jean T. Mayo, Chairman
Ray Labossiere
Charles Haynes
Ward Rainnie

Staff Present: Mr. Edward L. Studley
Mr. Elliott A. Smoler
Mr. Frank Duffy, Esq.

Also Present: Mr. & Mrs. Paul Carriero

The Chairman called the meeting to order at 7:40 p.m. Mr. Haynes moved the minutes of the meeting of September 13, 1976 be approved as printed. Ward Rainnie seconded. All in favor. SO VOTED.

Mr. Studley reported that there is not much progress at this time of the leaching bed problem at Rose Morin. Mr. Holmes and Mr. Connally (Div. of Sanitary Eng. from Boston) have inspected the area and are working on a report. Mr. Richard Skerry (Mech Eng. from DCA) has been down to inspect and he hopes to obtain money through a modernization program. As soon as there is something definite to report, Mr. Studley will let the Board know.

Mr. Smoler reported that a meeting has been scheduled for Monday, November 1, 1976 at 3:30 p.m. in the Farmers Home Loan Association offices in Bourne.

Mr. Labossiere questioned some bills. One for \$148.58 to the Homeport Assoc. for maintenance service. It was explained that this was part of the lease agreement. He questioned a bill for \$864.50 for a paint sprayer purchased from 705 Development funds. It was explained that DCA approved the purchase and that it was necessary to purchase the equipment before the program went into Management and there were no funds available to us. Mr. Labossiere voiced his disapproval of this procedure and voiced a strong opinion that such a purchase should come before the Board for a vote. Mr. Labossiere moved to disapprove the voucher. No second. Motion did not carry. Mr. Haynes moved that any expenditure for the purchase of equipment over \$200. should be voted by the Board. Mr. Rainnie seconded. All in favor. SO VOTED.

Mr. Labossiere then questioned the purchase of 100 pounds of ice pellets. It was explained that this was for the elderly developments to prevent accidents due to freezing.

Mr. Rainnie moved to pay the bills. Mr. Haynes seconded. All in favor. SO VOTED.

Mr. Smoler spoke on a request to purchase a set of Massachusetts General Laws. He explained that many pieces of correspondence come into the office citing certain laws and it takes many hours away from the office to look them up. The Board questioned the expense and the need of this purchase. Mr. Duffy mentioned that sometimes used books were offered for sale and could be purchased for far less. Mr. Haynes moved to postpone a decision until next month to look into the possibility of purchasing a set of used books. Ward Rainnie seconded. All in favor. SO VOTED.

The Chairman announced that the Board will now go into Executive Session for the purpose of Tenant/Landlord complaints and would not reconvene into General Session. She polled the members; Mr. Haynes - Aye
Mr. Labossiere - Aye
Mr. Rainnie - Aye SO VOTED

Mr. & Mrs. Carriero spoke about their damage claim in the amount of \$222. for their property at 4 Victor Lane, East Falmouth. The Board offered them \$80.00. The Carriero's feel that the claim is reasonable since they allowed for wear and tear and also their home insurance. Mr. Carriero explained each item and stated that he had asked for far less than he actually expended for the repairs. The Board members asked some questions, and then the Chairman thanked the Carriero's for coming in.

Mr. Duffy discussed the Vecchione claim re: \$725. for 26 Jamie Lane. The Board offered \$20. Mr. Duffy has heard from Mr. Vecchione and his attorney. Mr. Arthur Rapoza. Mr. Rapoza sent in a bill from Rogers Cleaning for \$250. and an estimate from Herman Lopes for a new lawn - \$343. Mr. Duffy said that this does not change anything as these are the items that the Board felt we were not responsible for. He suggests that we adhere to our offer of \$20.

Mr. Duffy has settled the damage claim for 11 Seaspray Drive for \$95. and obtained a release from Mr. David Cyr.

Mr. Duffy also mentioned that he has had numerous phone conversations with Mr. Redmond J. Condon relative to his damage claim. Mr. Duffy feels he will see Mr. Condon in court and advised the Board to ignore all future claims from Mr. Condon.

Next, Mr. Duffy discussed the Kempton case. A Notice to Quit was sent on the 1st of the month and Mr. Duffy has now drafted a complaint and summons which he gave to the Sheriff last Friday with instructions to serve immediately. Mr. Studley mentioned that Mr. Kempton had paid \$125. towards the back rent, but there is still a balance due. Mr. Duffy discussed the possibility of the Kemptons paying the rent in full which would abate the eviction proceedings. We would then have to try to evict on the original complaints from the neighbors.

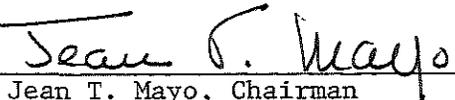
Mr. Duffy then discussed the case of Joseph Roman vs. Rita Lopes, Falmouth Housing Authority and his insurance company. Trial is set for October 29, 1976. Mr. Duffy has met with Mr. Roman and feels that Mr. Roman would settle for \$500. Mr. Duffy does not advise this as Mr. Roman's case is shaky. The only thing Mr. Duffy is concerned about is that Rita Lopes will not appear in court and thereby lose by default. This would be very difficult for the Housing Authority. Mr. Duffy has met with Hayden Fitts, attorney for Rita Lopes, and she assures Mr. Duffy that Ms. Lopes will appear in court. Mr. Duffy feels that the \$200 offered to Mr. Roman is fair.

The Board then discussed the Carriero claim. Mr. Smoler read pertinent paragraphs from the lease relative to tenant damage. The Board decided to offer \$142. Motion by Ray Labossiere, seconded by Ward Rainnie, all in favor, SO VOTED.

Mr. Smoler then read a letter from Attorney Charles Ligotti, landlord for Mildred Schroeder. Mr. Ligotti is asking for an eviction based one the fact that there is someone else living with her and the filth caused to the apartment and surrounding areas from all her dogs and cats. The Board discussed the problem at length and decided to approve the eviction proceedings based on the fact that this is the second offense. Mr. Studley mentioned the expense of eviction proceedings and would like to see DCA pay for these expenses. Mr. Haynes moved to proceed with the eviction according to current DCA procedures. Ward Rainnie seconded, all in favor, SO VOTED.

Meeting adjourned at 8:50 p.m.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

Members Present: Jean Mayo, Chairman
Raymond Labossiere
Laura Jackson
Charles Haynes
Ward Rainnie

Staff Present: Mr. Studley
Frank Duffy

Also Present: Ruth Miner, TUF
Donna Baker, TUF
Eddy Duane

The Chairman called the meeting to order at 7:35. Mr. Haynes moved the Minutes of the meeting of October 18, 1976 be approved as printed. Ray Labossiere second. All in favor. SO VOTED

The Chairman read a letter from Malcolm Cole, DCA, approving the plans for the Ameration Chambers at Rose Morin Drive. Mr. Studley showed the board the plans that were recommended by the State Sanitary people. The work would cost \$50,000 approximately and Mr. Studley will make arrangements to get this money from DCA (ie. Modernization Funds).

The next item discussed was the award of the Fuel Oil contract. Sorenti Bros., Inc. was the low bid.

<u>COMPANY</u>	<u>TANK WAGON PRICE</u>	<u>BID MARGIN</u>	<u>PRESENT MAX. PRICE</u>
Sorenti Bros., Inc.	.3285	.0375	.3660
Wright-Jennings*			.4080
Blue Flame Oil Service	.3305	.05	.3805
Fred O. Earle, Jr.	.325	.05	.375
Falmouth Coal Company	.325	.069	.394
Atwood Oil Company	.3275	.0420	.3695
Ideal Oil Company	.3285	.645	.3930
Costas Fuel Oil	.3325	.449	.3774

*Wright-Jennings did not give Tank Wagon Price.

Laura Jackson moved to accept the low bid of Sorenti Bros., Inc., Ward Rainnie second All in Favor. SO VOTED.

Mr. Studley then talked about the recent HUD Audit and some mandatory recommendations that were made. The Auditor suggested that we use a voucher-check system. He also recommended a policy statement for an Administrative Plan for the accountability of Capital Items. There were two small problems with the bookkeeping records that our accountant has changed.

The next item on the agenda was a letter from the Yale Goldman Insurance Agency in regards to burglary insurance. Mr. Studley mentioned the equipment we have in a shed at the Mayflower Project. It was suggested we look into the matter further.

The Chairman then read a letter from William Flynn, DCA re: Winterization Program.

There is limited funding available through the Housing Assistance Corporation for winterization: e.g. insulation, weatherstripping, storm windows etc. Mr. Studley talked to Rick Presbery, Director of the Housing Assistance Corp. in regards to obtaining some funding for our 705 houses. Laura Jackson mentioned that she is having a meeting at her house in regards to this program, and she will get whatever information she can. Ruth Miner, TUF, asked whether or not the 707 houses and the Section 8 houses could get any of this funding. She also asked what the \$7,000 limit pertained to. It appears that this is the funding limit per town. Mrs. Jackson to look into these matters at her meeting.

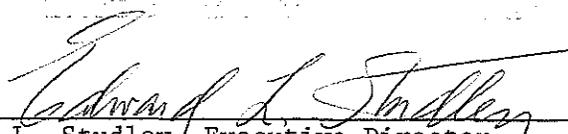
Frank Duffy asked the Board to pass a resolution giving the Executive Director and/or the Leased Housing Director authority to sign Proof of Claims forms for bankruptcy cases. Charles Haynes so moved, Ward Rainnie seconded. All in favor. SO VOTED.

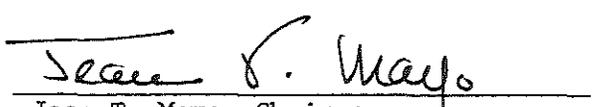
A letter was read from Phil Warmelle, owner of the Flying Bridge Restaurant, advising us as abutters to his property that he is applying for a full-year liquor license.

Mr. Labossiere questioned a bill from Bayside TV Repair in the amount of \$654.50 for repair of our master TV antenna. Mr. Studley explained that he had received many phone calls in the month of September from a majority of tenants at Rose Morin that their TV reception was extremely bad. In October he had received a petition from the tenants (which was attached to the voucher) asking for repairs to be made to the antenna. Mrs. Mayo asked how much money was spent over the past year for TV repair work. Mr. Studley had the statistics and it was discovered that it was not much. Mrs. Jackson wondered whether we would be hearing from our other two projects in regards to this subject.

Charles Haynes moved to pay the bills. Ward Rainnie Second. All in favor. SO VOTED.

The Chairman stated that the meeting would now go into Executive Session for the purpose of discussing tenant/landlord complaints. Mr. Haynes - AYE, Mrs. Jackson - AYE, Mr. Labossiere - AYE, Mr. Rainnie - AYE, SO VOTED.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

NOVEMBER 8, 1976

Members Present: Jean Mayo, Chairman
Raymond Labossiere
Laura Jackson
Charles Haynes
Ward Rainnie

Staff Present: Mr. Studley
Mr. Duffy

The Executive session was called to order at 8:20. Ward Rainnie moved to accept the minutes of the Executive Session of September 13, 1976 as printed. Laura Jackson second. All in favor. SO VOTED.

Charles Haynes moved to accept the minutes of the Executive Session of October 18, 1976 as printed. Ward Rainnie second. All in favor. SO VOTED.

Mr. Duffy reported that Paul Carreiro has accepted our offer of \$142.00 for his damage claim for 4 Victor Lane, East Falmouth. Mr. Duffy has prepared the releases and sent them out.

Mr. Duffy advised the Board that he had received a Judgement by Default in the Kempton eviction case. He wanted clarification from the Board that they did want him to pursue the eviction even though the Kempton's had made payments on their rent arrearage. Raymond Labossiere moved to continue with the eviction. Laura Jackson second. All if favor. SO VOTED.

Next Mr. Duffy mentioned that he ad sent a Notice to Quit for Mrs. Mildred Schroeder of 188 (Rear) Palmer Avenue.

Mr. Duffy advised the Board that the Joseph Roman vc Rita Lopes and the Falmouth Housing Authority trial had been continued until January 29, 1977.

In regards to the Board's decision to look into the matter of purchasing a used set of General Laws, Mr. Duffy had noticed an ad for a used set for \$500.00. It was discussed that we could still get the updating service for a fee of \$125.00 per year. Mr. Duffy to find the ad and it will be discussed at the next regular meeting.

An estimate was presented to the Board for damages at 389 Brick Kiln Road. Tenant - Antoinette Barrows. Landlord - Pedro Santos. It was discussed that the estimate seemed high and was not itemized. It was decided to ask Mr. Santos to present an itemized estimate.

Charles Hayned moved to adjourn. Ward Rainnie second. All in favor. SO VOTED.

Edward L. Studley, Executive Director

Jean T. Mayo, Chairman

Members Present: Jean Mayo, Chairman
Charles Haynes
Ward Rainnie

Staff Present: Edward L. Studley
Elliott Smoler
Frank Duffy

Also Present: Donna Baker
Karen Botelho

The Chairman called the meeting to order at 7:35 p.m. Mr. Haynes moved to approve the minutes of the meeting of November 8, 1976 as printed. Ward Rainnie second. All in favor. SO VOTED.

Under old business, Mr. Studley discussed the costs of burglary insurance. It will cost \$162.00 per year for \$3,000 of insurance for our equipment other than office equipment. Mr. Studley advised the Board that \$3000. of insurance was all that was needed for the equipment we have. Charles Haynes moved to purchase \$3000. of insurance at a cost of \$162.00 per year. Ward Rainnie second. All in favor. SO VOTED.

Mr. Studley advised the Board that we have applied for Winterization Funds to purchase twenty-two storm windows and one storm door for some of our 705 houses. No word of approval yet.

Next was a discussion about the purchase of a set of Massachusetts General Laws for our Gifford Street office. Mr. Studley contacted several people about some used sets. The cost for the used books plus the cost of updating would be as much, if not more, than the cost of a new set. Charles Haynes moved to postpone a decision until next month when the full Board would be present. Ward Rainnie second. All in favor. SO VOTED.

Mr. Studley advised the Board that we are now required to have a Personal Data System. The purpose of the system is to protect the confidentiality of our tenants, applicants, and also the employees of the Housing Authority. Mr. Duffy mentioned that Legal Services had input into the drafting of the regulations concerning tenants' rights to privacy and that all that is required now is to follow them. Mr. Studley will send the Personal Data Systems form into the Division of Public Records as requested.

The Chairman then read a memo from Mr. Flynn of D.C.A. pertaining to the Code of Conduct Regulations for Housing Authority members with particular reference to the paragraph on Conflict of Interest. These regulations should be ready shortly after January.

Mr. Smoler told the Board that we were notified last week that the 1977 Section 8 funding was available on a fair share basis. Barnstable County has been allocated twenty units. This was not considered to be very fair due to a high rate of unemployment on the Cape. We therefore, have applied for 150 units. We hope to get some funding from other areas of the state where the program is not working to well.

Next on the Agenda was the 707 Annual Contributions Contract dated April 1, 1976. The Contract is for 102 units at a rate of \$198,440 per year for a period of five years. Charles Haynes moved to authorize the Chairman and the Executive Director to sign the contract. Ward Rainnie second. All in favor. SO VOTED.

The Chairman read a Notice of Public Hearing under the Zoning Bylaws by the Board of Selectmen. Ethel G. Barber has petitioned to place four-one foot tie piles and styro-foam floats within Falmouth inner harbor. Hearing scheduled for Tuesday, December 21, 1976.

The Chairman then read a Notice of Public Hearing under the Zoning Bylaws by the Board of Selectmen. The Waterways Commission has petitioned to place eleven tie piles in front of existing licensed bulkhead on the property located on Scranton Avenue. Town Marina, Falmouth, Ma. Hearing scheduled for Tuesday, December 21, 1976. The Board has no objections to either petition and instructed Mr. Studley to so inform the Selectmen.

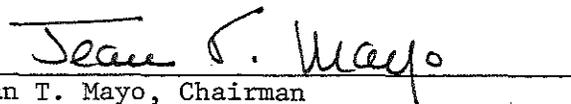
The Chairman read a letter from the Atlas Alarm Company in regards to their recent inspection of the alarm system at the Salt Sea Lane Project. The wet cell battery has decreased considerably in charge and needs replacing. The cost is \$275.00. Ward Rainnie moved to purchase the battery. Charles Haynes second. All in favor SO VOTED.

Mr. Smoler then discussed the possibility of Tenant Home Owner Policies for our Tenants. He contacted several insurance companies, but only one seemed interested. It would be cheaper for the tenants as individuals than as a group because of the high risk factor. The agent seemed willing to try it for a year. The cost would be \$55. for approximately \$5,000 coverage. Mr. Smoler would like permission to send out letters to our tenants to see if they would be interested in such a policy. Charles Haynes moved to grant permission to Mr. Smoler to poll the tenants. Ward Rainnie second. All in favor SO VOTED.

The Chairman then stated that the Board would now go into Executive Session for the purpose of tenant/landlord complaints and would not reconvene into General Session. A poll was taken - Mr. Haynes, Aye; Mr. Rainnie, Aye.

Regular Session adjourned at 8:00 p.m.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

DECEMBER 13, 1976

Members Present: Jean T. Mayo, Chairman
Charles Haynes
Ward Rainnie

Staff Present: Edward L. Studley
Elliott Smoler
Frank Duffy

Charles Haynes moved to approve the minutes of the Executive Session of November 8, 1976 as printed. Ward Rainnie second. All in favor. SO VOTED.

Mr. Duffy reported that Mr. Charles Ligotti, landlord for Mildred Schroeder, has decided not to persue the eviction at this time. The Housing Authority has already incurred \$20.00 in Sheriff's fees and Court costs up to this point. After much discussion, the Board decided to postpone the eviction and try to collect the \$20.00 from Mr. Ligotti.

On the Kempton eviction, Mr. Duffy reported that he had secured a judgement with execution two weeks later. However, the Court sent an improper form and the new one hasn't arrived as yet. As soon as it does, Mr. Duffy will turn it over to the Sheriff.

Mr. Smoler had several damage claims to present to the Board. Before getting started, however, Mr. Smoler had a proposal for the Board concerning all future damage claims. Before considering any damage claims we should have a statement from the landlord stating that he had presented the bill to the tenant within the time limit stated in the 707 lease, with no results, and that he had presented the bill to his insurance company. We should then have a letter from the insurance company or agent stating what action they have taken. This is all in accordance with the 707 lease.

Mr. Smoler then presented the estimate from Pedro Santos for his house at 389 Brick Kiln Road. The Tenant was Antoinette Barrows. The amount of the bill was \$502.34. Mr. Smoler still feels the bill is excessive and also stated that Mr. Santos had secured new tenants a few days after the lease expired. Ward Rainnie moved to refer the landlord to his insurance company. Charles Haynes second. All in favor. SO VOTED.

The next claim was from Helen Nadar for her two apartments at 99 John Parker Road. Tenants were Jennifer Fortes (upstairs) and Catherine Sullivan (down). The girl upstairs had moved out, turning off the heat. The girl downstairs had also turned off the heat for some reason. The water pipes had frozen and there was considerable water damage downstairs as it had not been detected for several days. Charles Haynes moved to refer the landlord to her insurance company. Ward Rainnie Second. All in favor. SO VOTED.

The next claim was from Manuel P.Lopes for his house at 27 Vidal Avenue. Tenant was Marcia Carlisle. Eviction proceedings had been started against Marcia, but she had moved out before going to court. Mr. Lopes was requesting rent for the time Marcia remained in the house after the lease had expired. Mr. Smoler questioned paying for a stove and refrigerator. Charles Haynes moved to refer the landlord to his insurance company. Ward Rainnie second. All in favor. SO VOTED.

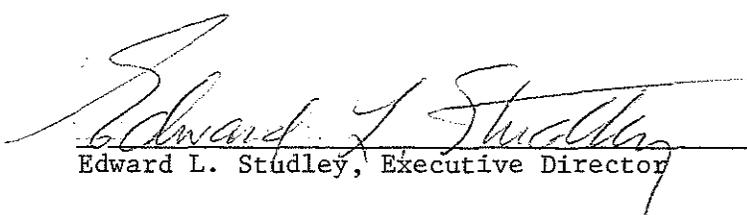
The final claim was from Donald Francis for his apartment at 84 Gifford St. (downstairs)

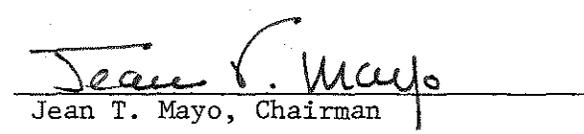
Tenant was Judy Briggs. The claim for shutters and downspouts was questioned immediately. The total bill was for \$1,400 including replacing carpets and floors. The inspection confirmed the filth in the apartment. Charles Haynes moved to refer the landlord to his insurance company. Ward Rainnie second. All in favor. SO VOTED.

Ward Rainnie moved to pay the bills. Charles Haynes second. All in favor. SO VOTED.

There was a brief discussion on our latest problem with R.J. Condon. He shut the water and electric off in one of the units we have leased under the 707 program. Things got worse over the weekend when Mr. Condon tried to run down the tenant in the parking lot. The Chairman asked that everything be documented in the files when the time came to terminate the lease.

Meeting adjourned at 9:15 p.m.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

Falmouth Housing Authority

346 Gifford Street

January 17, 1977

Members Present: Raymond Labossiere, Vice-Chairman
Laura Jackson
Charles Haynes
Ward Rainnie

Staff Present: Edward L. Studley
Elliott Smoler
Frank Duffy

The meeting convened at 7:40 p.m. The first item of business was the approval of the minutes of the meeting of December 13, 1976. Charles Haynes moved to approve the minutes of December 13, 1976 as printed. Laura Jackson second. All in favor. SO VOTED.

The next item on the agenda under Old Business was the purchase of the Massachusetts General Laws. (Purchase price - \$100. down plus \$20/mo. for three years plus an updating fee of \$125/yr. after the second year.) Mr. Labossiere made known the feelings of the Chairperson, Jean Mayo. Mrs. Mayo feels that with the accessibility of a set at our attorney's office and a set at the office of the Town Counsel's (both have offices in Homeport) that she would be against purchasing a set of Massachusetts General Laws at the present time. Mr. Haynes asked in there were any figures on how much time would be saved if we had our own set. No specific amount of time could be stated. Laura Jackson moved not to purchase a set of Massachusetts General Laws at this time. Ward Rainnie second. All in favor. SO VOTED.

Under new Business, Mr. Beck, Title I Director, could not attend the meeting as scheduled due to illness and the weather. The Board discussed the information Mr. Beck needs. Mr. Beck needs the addresses of our low-income tenants, the number of children in the family, and their ages. He needs this information to prove the need of additional monies to the Title I Program in Falmouth. It was discussed that other PHA's have given this information in the past. Mr. Studley mentioned the Privacy and Confidentiality forms that were sent to HUD and DCA last month. This form allows these statistics to be reported to HUD and DCA, but does not mention HEW or Title I. Mr. Duffy agrees with this and feels that we should get permission from HUD and DCA before releasing any information. Charles Haynes asked that Frank Duffy review the situation and get a ruling from him so that we could discuss it in detail next month with Mr. Beck.

Next item on the agenda was the vote on the proposed income limits for the Section 23 Program. Mr. Labossiere read a letter from HUD in regards to raising the income limits for this Program to coincide with the current limits for Section 8. Mr. Smoler and Mr. Studley recommended the 80% limits:

<u>Number of Persons</u>	<u>80% Section 8</u>
1	\$ 6,000.
2	6,850
3	7,700
4	8,550
5	9,100
6	9,650
7	10,150
8. +	10,700

Charles Haynes moved to accept the 80% limits was stated in the letter. Ward Rainnie second. All in favor. SO VOTED.

Next followed a discussion on the tool shed at Rose Morin Drive. Mr. Studley mentioned that the funds have been budgeted (\$1350 from 667C and \$450. from 705-1). This shed will be used for the storage of small equipment, ladders, lawn equipment, etc. Laura Jackson moved to purchase the shed. Charles Haynes Second. All in favor. SO VOTED.

Mr. Studley mentioned the need for raking and seeding at Rose Morin due to the work on the new leaching bed. It was discussed that this might be included in the work for new aeration chambers.

Mrs. Jackson questioned the bill for the TUF office phone. It was explained that the long distance calls were charged to the TUF budget. Mr. Studley mentioned that the office had not been used in the last few weeks since Mr. Duane had been on vacation.

Charles Haynes moved to pay the bills. Laura Jackson second. All in favor. SO VOTED.

The Vice-Chairman stated that the Board would now go into Executive Session for the purpose of Tenant/Landlord complaints and would not reconvene into General Session. He polled the membership: Laura Jackson, aye; Ward Rainnie, aye; Charles Haynes, aye.

8:30 p.m.

Falmouth Housing Authority Executive Session January 17, 1977

Members Present: Raymond Labossiere, Vice-Chairman
Laura Jackson
Charles Haynes
Ward Rainnie

Staff Present: Edward L. Studley
Elliott Smoler
Frank Duffy

The first item discussed was the Donald Francis claim for 84 Gifford Street in the amount of \$1,491.00. Mr. Frances's insurance agent turned down his claim without sending it to the insurance company for their approval or disapproval. The Board felt that we are not responsible for the damage to the exterior of the house since the damage could have been caused by anyone. Also, it was mentioned that a damage claim had been paid for this property a few years ago in the amount of \$400.00. This figure included the cost of replacing a rug which the present claim also includes. Charles Haynes moved to refer the claim back to Mr. Francis to refer back to his insurance company. Laura Jackson second. All in favor. SO VOTED.

Ward Rainnie moved to accept the minutes of the Executive Session of December 13, 1976 as printed. Charles Haynes second. All in favor. SO VOTED.

The next item discussed was the Manuel Lopes claim for 27 Vidal Avenue in the amount of \$329.73. Mr. Lopes insurance company turned down the claim because he did not have sufficient coverage. The Board felt we were not responsible for the rent. The Board also felt we were not responsible for the stove since it is required by the Health Code or the refrigerator which is optional. The Board agreed to settle for \$200.00 approximately. Charles Haynes moved to allow our attorney to settle for approximately \$200.00. Ward Rainnie second. All in favor. SO VOTED.

Mr. Duffy then discussed the Kempton eviction. The Sheriff had been by the house twice and he wanted the Board to be aware that he would probably have to forcibly evict this family. This would mean that the Housing Authority would be responsible for a moving van which would cost in the vicinity of \$400. Mr. Studley mentioned that the neighbors have complained to the Health Department about the trash accumulating at this property. We will be sending someone down to take care of this.

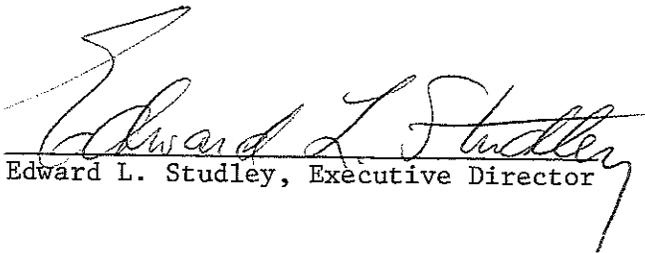
The next claim discussed was the Helen Nader claim for water damage to her two apartments at 99 John Parker Road. This damage was caused due to both tenants turning off the heat. There was much confusion on the total of this claim since some of the bills were estimates and some were actual bills. Charles Haynes moved to allow our attorney to contact Ms. Nader to get more details and all final bills. Laura Jackson second All in favor. SO VOTED.

The next claim discussed was the claim for Roger Pritchard for his property located at Leonard Drive in the amount of \$108.00. Mr. Smoler stated that the tenant had vacated the property on September 30, 1976. An inspection was conducted on that day and did not show the damage that the Pritchard's are now claiming (exterior doors, windows, screens, etc.). It was mentioned that the lease calls for damage claims to be presented within five (5) days of the tenant vacating. Ward Rainnie moved to send Mr. Pritchard a copy of the paragraph in the lease pertaining to damage claims and refer him to his insurance company. Charles Haynes second. All in favor. SO VOTED.

Mr. Duffy mentioned that he had received no response from Mr. Pedro Santos or his insurance company in regards to his claim.

Raymond Labossiere then discussed the contract for Donnie Haynes to work for the Housing Authority as maintenance man until Eddy Duane returns from vacation. He feels this is a conflict of interest since he is Charles Haynes son. He asked how the rest of the Board felt on this matter. Mr. Studley stated that Donnie had worked in this capacity last year before Charles became a member of the Board. However, he had checked with DCA before hiring Donnie this year and had gotten approval. Mr. Rainnie felt that there is no conflict since Donnie is not a member of Charles' household and had worked for us previously. Mrs. Jackson voted similar feelings and commented that DCA had approved. It was mentioned that Mr. Studley had also checked with the Chairperson, Jean Mayo, before hiring Donnie. Mr. Smoler mentioned a few cases where a spouse was hired in a non-management capacity, and where a son of a Board member was an employee of the authority and also a landlord.

Charles Haynes moved to adjourn at 9:35 p.m. Ward Rainnie second. All in favor. SO VOTED.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

FALMOUTH HOUSING AUTHORITY

February 14, 1977

GIFFORD STREET

Members Present: Jean Mayo, Chairman
Charles Haynes
Ward Rainnie
Laura Jackson

Staff Present: Frank Duffy, Esq.

Also Present: Ron Beck, Title I Director
Donald Francis

The Chairman called the meeting to order at 7:40. Charles Haynes moved to approve the minutes of the meeting of January 17, 1977 as printed. Ward Rainnie second. All in favor. SO VOTED.

Under Old Business, the Chairman showed the Board a bill in the amount of \$1,213.75 from Phil Holmes who did the preliminary work on the cess pool problem at Rose Morin Drive. Mr. Studley needs authorization to pay for research and plans, service, drafting, etc. in connection with replacement of leeching beds at Rose Morin Drive. Charles Haynes moved to authorize payment of the bill. Ward Rainnie second. All in Favor SO VOTED.

Mr. Beck spoke on his need for low-income housing information in order to obtain additional funding for the Title I program in Falmouth. He requests the addresses of our tenant and the number of children in each household. Frank Duffy explained that this information is confidential and the Board members felt that it would be very easy to ascertain the names and addresses and that this would violate our tenant's rights to privacy. Mr. Beck explained that his agency could be construed as a companion agency. He had talked to a man from HUD who seemed to agree with him. He also mentioned that other PHA's had given this information in the past. The Board discussed the possibility of giving only the total number of units and the total number of children. Mr. Beck thought this might work. Mrs Mayo thanked Mr. Beck for coming in and told him we would take the matter under advisement.

Mrs. Mayo then read a letter from Farmers Home Loan Association advising us that they have approved the FHA as an eligible agency for funding if we wish to proceed.

Charles Haynes moved to pay the bills. Ward Rainnie second. All in favor. SO VOTED.

Charles Haynes mentioned that he spoke with Dick Kendall recently and Mr. Kendall promised to help get funding for the drainage problems at Rose Morin.

Mrs. Mayo then stated that the Board would convene into executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. Laura Jackson - AYE: Charles Haynes - AYE: Ward Rainnie- AYE.

Time 8:15

Edward L. Studley
Edward L. Studley - Executive Director

Jean T. Mayo
Jean T. Mayo - Chairman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION, FEBRUARY 14, 1977

Members Present: Jean Mayo, Chairman
Laura Jackson
Ward Rainnie
Charles Haynes

Staff: Frank Duffy, Esq.

Also Present: Donald Francis

Mr. Francis spoke to the Board about his damage claim for 84 Gifford Street (down): Tenant - Judy Briggs. Mr. Francis explained that he feels his bill is fair (\$1491.) as there were many things that he did not claim. The house was filthy and very run down. The Board took the matter under advisement and thanked Mr. Francis for coming in.

Mr. Duffy read a letter that he had written to Mr. Studley about the possible conflict of interest concerning Donnie Haynes. He stated that written approval should be obtained beforehand. Mr. Haynes mentioned that Donnie no longer works for the Authority.

Mr. Duffy suggested to the Board that he be allowed to feel people out about their damage claims before the Board takes any action. Also, the claims should be checked first to make sure they are properly itemized. Frank Duffy thinks a form letter could be typed up to be sent to landlords stating that the claim should be itemized listing materials cost of materials, labor, etc. It was proposed that Elliott Smoler and Charles Haynes could go over the bills carefully. The form letter should also state that the claim should be presented to the insurance company for payment and that we should be advised in writing of their disposition of the claim. After all this is done, the claim should be presented to the Board. The Board members agreed that this would save a lot of time in the long run.

The Board discussed the Francis claim. It was mentioned that the property had been sold, and the Board wondered whether the repairs had been made or the house sold as is. Elliott Smoler to check into this. Charles Haynes felt that we should try to settle for \$1,116 approximately. The Board authorized Frank Duffy to try and settle after we check out the conditions of the sale.

The Board discussed Helen Nader's claim for 99 John Parker Road next. The plumbing and electrical bills total \$190.97: the painting and carpentry bills were \$848.00. This seems excessively high. The apartment is extremely small and the amount of wallpaper and paint used seems drastically high. Frank Duffy to see what he can do.

Manuel Lopes' claim for 27 Vidal Avenue (down) in the amount of \$919.00 was discussed next. At the last meeting the Board decided to offer approximately \$180. - \$200. Mr. Lopes seems to feel that this figure is unfair. He has not called back, however. The Board decided to wait to hear from Mr. Lopes again.

The claim for Pedro Santos for 389 Brick Kiln Road in the amount of \$502.34 was discussed next. Frank to see what he can do.

The suit by Sam Vecchione has been continued until April 5, 1977. Mr. Raposa, Attorney for Mr. Vecchione, thought that Mr. Vecchione would settle for 1/2 the original claim of \$725.50. Frank Duffy to offer around \$325.00

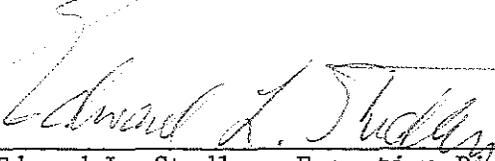
The suit by Joseph Roman has been postponed until March 4, 1977. Frank Duffy feels Mr. Roman's attitude was that he'd take his chances in court.

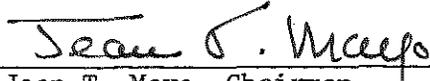
Mr. Smoler would like the Board to authorize the eviction of Janis Monteiro Hendricks for non-payment of rent. She is currently four months behind. Also, he would like the Board to set a policy that he can start eviction procedures after the tenant is two months behind in rent since the full procedure takes three to four months longer. Charles Haynes so moved. Ward Rainnie second. All in favor. SO VOTED.

We have received a copy of the notice to quit which was sent to Donna Catanzaro. Reasons: 1. non-payment of rent, 2. other people living on the premises. 3. outside of house being destroyed by Donna's dog. Mr. Smoler advises the Board that they take no action as only the first reason applies and they have not specifically stated any amount. Ward Rainnie moved to accept this recommendation. Laura Jackson second. All in favor. SO VOTED.

Ward Rainnie moved to approve the minutes of Executive Session of January 17, 1977 as printed. Charles Haynes second. All in Favor. SO VOTED.

Meeting adjourned at 10:00


Edward L. Studley, Executive Director


Jean T. Mayo, Chairman

FALMOUTH HOUSING AUTHORITY

MARCH 14, 1977

GIFFORD STREET

Members Present: Jean Mayo, Chairwoman
Charles Haynes
Raymond Labossiere
Ward Rainnie

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy, Esq.

Also Present: Edward Farrell (Town Counsel)
John DeMello (Selectman)
Ruth Miner (TUF)
Becky Miranda (TUF)
Donna Baker (TUF)
Hayden Fitts (TUF - Legal Advisor)

The Chairwoman called the meeting to order at 7:30 p.m. Mr. Haynes moved to approve the minutes of the meeting of February 14, 1977 as printed. Ward Rainnie second. All in favor. SO VOTED.

Mrs. Mayo then asked Mr. Farrell and Mr. DeMello to speak on the subject of the Re-Development Authority. They stated the purpose of the Authority would be to deal with urban renewal in the Falmouth Heights area. After many discussions and meetings, the Planning Board now stands with the Selectmen, the Fire Dept., and the Police Dept. in agreeing that this might be the answer. A Block Grant of \$200,000. was applied for, but must be approved at Town Meeting. The first thing to do is get a vehicle or agency to accept this money. One can be started or you can use the Housing Authority. The Housing Authority would have control of the program, but would work with the Selectmen. The Selectmen would have power of veto. There is great concern on the subject of Eminent Domain. The Housing Authority does have this power, but it would have to be approved by DCA and the Selectmen before the taking. It was mentioned that the FHA had never used this power except to clear a title. Also, Mr. Farrell said that the Town would prefer to purchase properties rather than take. The Falmouth Housing Authority would determine the purchase price of the different properties. It was mentioned that the \$200,000 Block Grant would probably not be enough to purchase the larger properties in the area such as, The Brothers Four, the Casino, and the Oak Crest Inn. Mr. DeMello said the money would be given to the Town and the FHA would present bills, purchase orders, etc. to request the funds from the Town. Mr. Farrell stated that the Town would not be obligated to pledge its credit.

Mr. Smoler and Mr. Studley had a number of questions. Would there be any administrative funds for this program? Probably not. Mr. Smoler asked, "since the original application was turned down, who would apply now? The Town must apply. If approved, who would sign the Contract? The Selectmen. Who would hold the money when it comes in? The Town would receive the money and the FHA would present bills, purchase orders, etc. to request funds. Would the Town be willing to put up some front money until the funds actually come in? No. When the money is received, would the Town be willing to pay administrative expenses over and above the \$200,000? Not the first year. What percentage of funds would be for administration? Maybe 10%. Would the Town select an area and say this is what you have to do? It would be a joint decision between the FHA and the Selectmen. After everyone is in agreement as to what area needs re-development, who would set the purchase price and would it have to go to Town Meeting? the FHA would get three (3) appraisals and then negotiate the price - would have to go to Town Meeting. Would the Town or Board of Selectmen set up an advisory committee? The selectmen would work with the FHA. Would the profits (Or proceeds) from the sale of land at a later date stay with the FHA or would they revert back to the Town? Stay with the FHA. Can the money be carried over from year to year? The original \$200,000 must be spent within two (2) years. In the future years could we get matching funds from the Town? Yes. If the Falmouth HOUSING Authority votes not to go into this program, and if it carries at Town Meeting, would the FHA be obligated to proceed? The FHA would be obligated to be the agency, but we wouldn't have to do anything. Would the Town set up its own agency? Yes. Would the

FHA employees be considered town employees or independents? Independents. Ward Rainnie mentioned that it appeared that once the Town Body approved the Re-development Authority that they had no more input into the matter. Mr. Studley asked about the accountability of funds. The Selectmen would do this. The problem seems to be to get this information across at Town Meeting to the voters.

Raymond Labossiere moved that the Falmouth Housing Authority recommend to the Town Meeting Members that we take all appropriate steps and vote accordingly so as to assume the duties and responsibilities of a Re-Development Authority under Chapter 121B of the Massachusetts General Laws. Mr. Haynes second. All in favor . SO VOTED.

Next, Mrs. Mayo read a letter from Marvin Siflinger of HUD. OUR application for an additional 150 units under Section 8 has been turned down due to lack of funds. Mr. Smoler asked the Board to allow him to put an ad in the newspaper stating we will be receiving no new funding, therefore, we will not be accepting any new applications for housing. Mr. Smoler feels that with the 700 applications on file we have more than enough to run the programs. The Board members did not agree with this nor did the members from TUF. Mr. Labossiere suggested we could put an ad in the newspaper stating that we will not be receiving any new funding.

Mr. Studley then spoke on the use of the office at Salt Sea Lane. The phone bills show no activity since November. Also, no one has called to use the office since that time. Ruth Miner said that the system of volunteers staffing the office had not worked out and they are trying to get funding from CETA or VISTA for a staff worker. The problem has been to get TUF incorporated. Ms. Fitts, Legal Advisor for TUF, has been working on this. When this is done, TUF must have an office to show the funding agency that there is a need. TUF has no definite date as to when they will be incorporated or when they might receive funding. Mrs. Mayo felt that the FHA had gone more than half-way, but now must decide whether or not to allow the elderly tenants at Salt sea to use this space. Mr. Labossiere moved that the elderly tenants at Salt Sea Lane be allowed to use this office space for recreational purposes. Mr. Haynes second. All in favor. SO VOTED.

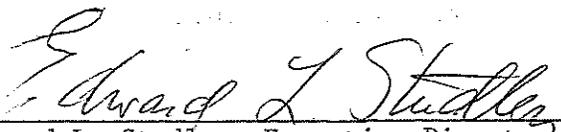
There was some further discussion on this subject. TUF asked if they could use the space one day a week. Mr. Labossiere suggested we might find space at our Gifford Street office. Mrs. Mayo asked Mr. Duffy if it might influence the funding agency, if TUF showed them a copy of the Memorandum of Understanding. Mr. Duffy thought they might consider it, but had no idea how much influence it would have. TUF to investigate and get back to us.

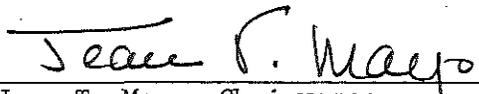
Ward Rainnie moved to pay the bills as presented. Charles Haynes second. All if favor. SO VOTED.

Mr. Haynes presented the damage claim form letter which he drew up with Mr. Duffy and Mr. Smoler. Mr. Labossiere questioned the insurance paragraph. Mr. Duffy explained that a person's homewoner policy does not cover rental property. A landlord's policy must be obtained and the price of such insurance is extremely high.

The Chairwomen then stated that the Board would now convene in Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Ward Rainnie, Aye; Mr. Haynes, Aye: Mr. Labossiere, Aye.

Adjourned at 9:20 p.m.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairwoman

EXECUTIVE SESSION

MARCH 14, 1977

GIFFORD STREET

Members Present: Jean Mayo, Chairwoman
Charles Haynes
Raymond Labossiere
Ward Rainnie

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy, Esq.

Ward Rainnie moved to accept the minutes of Executive Session of February 14, 1977 as corrected. Charles Haynes second. All in favor. SO VOTED.

Mr. Duffy gave his report: A notice-to-quit was sent to Theresa Elliott, 118 Brick Kiln Road, for non-payment of rent. After Summary Process papers have been served, the Welfare Office will pay the rent arrearage in the amount of \$681.00.

Summary Process has been started against Janis Montiero Hendricks, 16 Churchill Drive for non payment of rent. Mrs. Hendricks is four (4) months in arrears. Notice has been served and it's in the hands of the Sheriff for service of process.

Mr. Duffy spoke with a man from H.E.W. who was recommended by Mr. Beck to contact about giving information for the Title I program. Mr. Duffy felt that he received no new information from this man and recommends that there be no change in the Board's decision.

Mr. Charles Ligotti is again asking for the eviction process on Mildred Schroeder, 188 (Rear) Palmer Ave. (Mr. Ligotti asked for and cancelled this action a few months ago.) The Board decided to wait and see what happens.

Mr. Roman's case against Rita Lopes and the Falmouth Housing Authority has been postponed again. It looks hopeful that the insurance company is going to settle.

Sam Vecchione vs. Barbara Morris and the Falmouth Housing Authority is scheduled for April 5, 1977. At the last meeting, the Board decided to settle for \$375.00 approximately. Mr. Duffy has settled for \$325.00. Mr. Smoler aksed the Board to reconsider because he feels that this claim is completely unjustified. The Board still felt it would be less expensive to settle for \$325.00.

Mr. Manuel Lopes claim is still pending. No action.

On the Pedro Santos claim for \$502.34 for 389 Brick Kiln Road, Mr. Haynes and Mr. Smoler to go over the bill and present Mr. Duffy with a figure to negotiate.

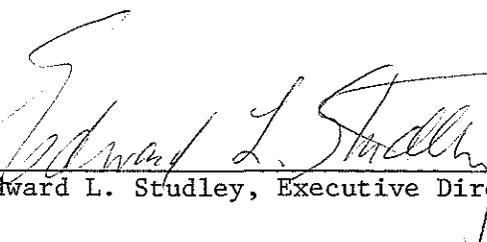
On Helen Nader's claim for 99 John Parker Road, Mr. Haynes and Mr. Smoler to go over and present figures to Mr. Duffy to negotiate.

Mr. Duffy has settled the Donald Francis claim for \$900.00. Releases have been signed, (84 Gifford Street - Down).

Mr. Smoler then spoke on the need for more office space. We have no storage area, and the building is not being maintained properly. The old Falmouth Nursing Association building is available. Mr. Smoler showed the Board members the floor plan. Plenty of Parking, and the building is being completely remodeled by the owners, Joseph Dunne and Cliff Hamill. There is also a building at the corner of Minot Street and Palmer Avenue which might be available. It is being completely renovated. The Board decided to meet Saturday morning 9:00 o'clock to investigate the possibilities.

Mrs. Mayo asked Mr. Duffy if we would have any problem getting out of the lease using the maintenance problems we have been having. Mr. Duffy suggested using another approach. Go to Mr. Hickey as a Public Authority, tell him we are growing and need to expand and that the office space we are currently occupying is inadequate. If Mr. Hickey can get other renters for this space, he might be willing to let us out of the lease.

Meeting adjourned 10:15 p.m.


Edward L. Studley, Executive Director


Jean T. Mayo, Chairwoman

Members Present: Jean Mayo, Chairman
Laura Jackson
Ward Rainnie
Raymond Labossiere
Charles Haynes

Staff Present: Edward L. Studley
Elliott Smoler
Frank Duffy

Also Present: Mr. & Mrs. Gary Costa

The meeting was called to order at 8:00 p.m. Mr. Rainnie moved to accept the minutes of the meeting of March 14, 1977 as printed. Mrs. Haynes second. All in Favor. SO VOTED.

The first item on the agenda was a discussion of new office space. The utility figures for the old FNA building are not available at this time. However, Mr. Hamill, one of the owners, guarantees a figure of \$1,800/yr. If the utilities should go over that figure, they will deduct from the rent. The rent figure is \$625/mo. plus utilities. There was a discussion on how much renovating would be done: Mr. Labossiere thought they would be willing to do much renovating, Mr. Haynes and Mr. Smoler got the impression it would be only painting. Mr. Haynes moved not to consider the old FNA building for use by the Authority as offices. Mr. Labossiere second. All in favor. SO VOTED.

Next on the agenda was a discussion on the information needed by the Title I director, Mr. Beck. Mr. Duffy had received a call from Mr. Beck requesting a copy of the opinion letter Mr. Duffy sent the Board last month concerning the confidentiality of our records. Mr. Labossiere felt that the Board should inform Mr. Beck of their decision as to what figures to release. Mr. Smoler mentioned that he had received a call from Mr. Beck's secretary requesting the total figures as proposed at a previous meeting. Mr. Smoler was so instructed by the Chairman.

Next on the agenda was a discussion on adopting Administrative Policies for Procurement, disposition and capitalization of nonexpendable equipment. Mrs. Mayo read the policies and asked why this was necessary. Mr. Studley explained that one of the findings during the last HUD audit was a lack of administrative policies concerning procurement, disposition, and capitalization of nonexpendable equipment. The Board approved the policies as presented.

A meeting was tentatively set up for April 22, 1977 to discuss the Redevelopment Authority which was voted at Town Meeting.

Next item, under new business, was the Second Annual Conference for Housing Board Members. The cost is \$25.00 for one, and \$45.00 for two. Mrs. Mayo, Mr. Haynes, Mr. Studley and Mr. Smoler will be going. Mr. Labossiere will try to make it. Date of Conference is May 3, 1977.

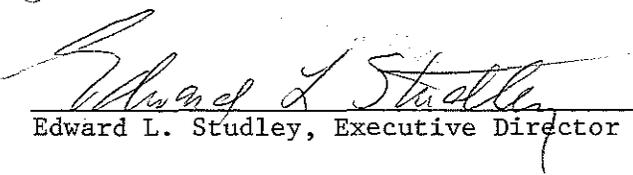
Next item on the agenda was the agreement between the Falmouth Housing Authority and Philip D. Holmes, Professional Engineer - Re: Design, Drafting, Printing and Inspections at 6% of construction costs for the Sanitary Sewer at Rose Morin. The estimate for reconstruction of sewage disposal facilities at Rose Morin Drive is \$20,000 approximately. The total estimate for engineering services is \$800.00 for the survey, and \$1,200 (6% of \$20,000) for design, drafting printing, inspection. Total estimate for engineering services is \$2,000. Mr. Haynes moved to sign the agreement. Mr. Rainnie second. All in favor. SO VOTED.

The next item discussed was the attendance at National Rural Housing Leaders School by Elliott Smoler. Only three people from Massachusetts were selected to attend this school in Pennsylvania. Mr. Smoler would need \$80.00 for the tuition and \$116.00 approximately for transportation. Mr. Haynes moved that the FHA provide this sum plus an additional \$25.00 per day for meals, etc. Total approximately \$350.00. Ward Rainnie second. All in favor. SO VOTED.

A meeting was set up for April 22, 1977 for the purpose of reviewing the FY/1978 budgets.

Laura Jackson moved to pay the bills. Mr. Labossiere second. All in Favor. SO VOTED.

Mrs. Mayo then stated that the Board would now go into Executive Session for the purpose of discussing tenant/landlord complaints and would not reconvene into general session. The membership was polled: Mr. Haynes - AYE, Mr. Rainnie - AYE, Mrs. Jackson - AYE, Mr. Labossiere - AYE.


Edward L. Studley, Executive Director

Jean Mayo, Chairman

Falmouth Housing Authority

Executive Session

April 11, 1977

Members Present: Jean Mayo, Chairman
Laura Jackson
Raymond Labossiere
Ward Rainnie
Charles Haynes

Staff Present: Edward Studley
Elliott Smoler
Frank Duffy

Also Present: Mr. & Mrs. Gary Costa

Mr. & Mrs. Costa came to ask the Board to remove the tenant from their house which is rented under the 707 Program. Mr. Smoler read the letter they had presented stating the reason as over-crowding. The house had originally been rented to Mrs. Nunez, her two sons, and a daughter. The daughter has married and the husband and their son are now living there. Also, Mrs. Nunez's husband and his four or five sons have moved in. This creates a serious hardship on the cesspool. They have allowed trash to accumulate in the back of the house by an open field which creates a problem of field rats from the vacant field. The neighbors have complained of harassment from Mr. Tundidor (the husband) who has stated that he has rented the property with an option to buy and he can do whatever he wants. Mr. Tundidor has stated to the Costa's that he is the man of the house and that they cannot come on the property without his permission. They have sawed up a coffee table and made shelves. Mrs. Mayo thanked the Costa's for coming in and said the Board would take it under advisement.

Mr. Labossiere then asked why the FHA should make payment to a landlord (Sam Vecchione) for damages when the landlord sells the property as is and made no repairs. Mr. Duffy explained that Mr. Vecchione was the landlord at the time the damages were done and is therefore entitled to a damage claim.

Mr. Labossiere then moved to accept the minutes of the Executive Session of March 14, 1977 as printed. Ward Rainnie second. All in Favor. SO VOTED.

Mrs. Jackson asked if anyone from the FHA office had contacted Mrs. Nunez directly concerning the people living at her house. There had been contact through Hayden Fitts, Legal Services. Mr. Duffy explained that eviction proceedings could be started because of the other families living there, but it would not be a fast process. Mr. Duffy said he could start the process with a thirty days notice. By that time we would be having another meeting and the Board could decide whether to proceed with Summary Process. Mr. Duffy was instructed to start the proceedings and Mr. Smoler was instructed to notify the Costa's.

Mr. Duffy mentioned that there would be a meeting Wednesday, April 13, concerning Legal Services. There is a possibility of shutting down the Falmouth and Wareham offices. This would probably cause a serious problem for the Falmouth Housing Authority and our tenants.

Summary process against Mildred Schroeder has been stopped because she has moved.

Mr. Duffy has stated proceedings to recover \$540.00 in back rent from the estate of John Martin.

Summary Process has been stated against Janis Montiero Hendricks of 16 Churchill Drive for five months back rent. Trail date is April 14, 1977.

Summary process was started against Theresa Elliott of 118 Brick Kiln Road. Has been dropped since Welfare has paid the back rent under Emergency Assistance.

A group of tenants at 536 Main Street are suing Mr. Condon. Three are suing for misrepresentation (They're paying electric bills instead of him), the fourth is suing for security and utility shut-off. They are being represneted by Mr. Ament who is advising us to withhold further rent payments pending the outcome of the suit. At a later date we may have to make up these payments. The settlement of the suit will probably be the amount withheld by us and the tenants. The property is in the process of being sold to Mr. William Clark of Falmouth. We have been assured by Mr. Ament that the utilities will be turned over to the landlords name as of tomorrow for the balance of the contract. Mr. Smoler has sent all the records and details to HUD for investigation. Mr. Duffy would like to see something in writing from the new owner that he is not going to press for back rent before we release any money withheld.

Mr. Duffy reported that the Helen Nader claim was settled for \$625.00.

We have heard no word from Mr. Santos or Mr. Lopes concerning their claims.

Mr. Haynes moved to adjourn. Mr. Rainnie second. All in favor. SO VOTED.


Edward L. Studley, Executive Director

Jean Mayo, Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

MAY 9, 1977

Members Present: Jean Mayo, Chairman
Raymond Labossiere
Laura Jackson
Charles Haynes

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy

Also Present: Mr. & Mrs. Joseph Andrade

The meeting was called to order at 7:40 p.m. Mr. Haynes moved to accept the minutes of the meeting of April 11 1977 as printed. Mr. Labossiere second. All in Favor. SO VOTED.

Mrs. Mayo then turned the Chair over to the Vice-Chairman, Mr. Labossiere. Mrs. Mayo nominated: Mr. Labossiere, Chairman; Mrs. Jackson, Vice Chairman; Mr. Rainnie, Treasurer; Mrs. Mayo, Assistant Treasurer; Mr. Haynes, Assistant Secretary. Mr. Haynes second. Mrs. Jackson moved to close nominations. Mr. Haynes second. All in favor. The Secretary suggested that one ballot be cast for the entire nomination slate. Jean Mayo moved. Laura Jackson second. All in favor. SO VOTED. Mrs. Mayo mentioned that a precedent had been set that the Governor's Appointee would not hold office as he had not been elected by the people.

First item on the agenda was a report on the progress of the Winterization Program. The Chairman read a letter from Mr. John F. Lavendier to Mr. Studley stating that work would begin on Monday, May 9, 1977 at Jamie Lane, White Pine Lane, Oak Street, Milton Street, and Marshall Drive. Mr. Lavendier stated that the funds for the project will be limited to \$1,000 or, \$200./per house approximately. They will furnish a list of additional materials needed and we must agree that we will absorb this extra cost. Labor will be provided free. This to be considered at the next meeting, when the figures are in.

Mr. Smoler then gave a report on his attendance at National Rural Housing Leaders School. There are many programs available to us through the Department of Agriculture. Mr. Smoler will look into all the possibilities.

Mr. Duffy stated that he would be glad to answer any questions on the Redevelopment Authority. Mrs. Mayo asked if we should organize as the Redevelopment Authority. This was put on the agenda for next month.

Mrs. Mayo moved to approve the 1978 budgets for 667-C2, 705-1, 705-2, 707, Section 8, and Section 23. Mr. Haynes second. All in favor. SO VOTED.

Mrs. Jackson moved to approve the payment of the bills in Executive Session. Mrs. Mayo second. All in favor. SO VOTED.

The next item discussed was the bids for rubbish collection. The bids submitted were:

1. Dick's Refuse Service: Rose Morin - \$30.00/mo.
Mayflower and Salt Sea - \$60.00/mo.
Total - \$90.00/mo.
2. Fernandes Crane Service, Inc.
Mayflower, Salt Sea and Rose Morin - \$114.00/mo.
3. Charles G. Cacciola:
Mayflower, Salt Sea and Rose Morin - \$150.00/mo.

Laura Jackson moved to accept the low bid of Dick's Refuse Service. Jean Mayo second. All in favor. SO VOTED.

Next item was the bids for lawn care & snow removal. The bids submitted were:

1. Grafton L. Briggs:

Salt Sea Lane - \$98.00 to mow and trim the lawn.
\$7.00/hr. per man for pruning, weeding, edging, raking fertilizing
Spring and Fall cleaning of lawns and grounds, etc.
\$7.50/bag - fertilizer
\$10.95/bag - cinch bug control (5,000 sq. ft.)
\$7.95/bag - weed and feed

Rose Morin - \$210 to mow and trim the lawn
\$7.00/hr. per man for pruning, weeding, edging, raking, fertilizing
Spring and Fall cleaning of lawns and grounds, etc.
\$7.50/bag - fertilizer
\$10.50 /bag - cinch bug control (5,000 sq. ft.)
\$7.95/bag - weed and feed

Snow removal from walks and steps at Salt Sea and Rose Morin Drive and Mayflower
\$7.00/hr. per man, \$6.00/hr. for use of snow blower, \$6.50/hr. for use of truck
to haul sand and salt.

2. Francisco Tavares, Inc.:

Salt Sea Lane - \$100.00 to mow and trim lawns
\$7.00 per man for pruning, weeding, edging, raking, fertilizing
Spring & Fall cleaning of lawns and grounds etc.
\$7.50/bag - fertilizer
\$10.95/bag -cinch bug control (6,000 ft.)
\$7.50/bag - weed and feed

Rose Morin - \$200.00 to mow and trim lawns
\$7.00/hr. per man for pruning, weeding, edging, raking, fertiliz-
ing, Spring & Fall cleaning of lawns and grounds, etc.
\$7.50/bag - fertilizer
\$10.95/bag - cinch bug control (6,000 ft.)
\$7.95/bag = weed and feed

Snow removal from walks and steps will be \$7.00/hr. per man - \$6.00/hr, for
Snow blower - \$6.50/hr. for use of truck to haul sand and salt.

3. James L. Conley:

Salt Sea Lane - \$93.00 to mow and trim
\$6.50/hr for pruning, weeding, edging, raking, fertilizing,
Spring and Fall cleaning of lawns and grounds, etc.
\$7.50/bag - fertilizer
\$8.00/bag - weed and feed
\$11.50/bag - cinch bug control
\$2.00/lb. - grass seed
\$10.00 loam (c^o yard)

Rose Morin - \$190.00 to mow and trim
\$6.50/hr for pruning, weeding, edging, raking, fertilizing,
Spring and Fall cleaning of lawns and grounds, etc.
\$7.50/bag - fertilizer
\$8.00/bag - weed and feed
\$11.50/bag - cinch bug control
\$2.00/lb. - grass seed
\$10.00 - loam (c^o yard)

Snow removal for Salt Sea Lane, Rose Morin Drive, and Mayflower:

\$11.75 Labor and equipment per hour
\$5.00 sand (cu. yard)
\$.20 ice melt or equivalent

Jean Mayo moved to accept the low bid of James L. Conley. Laura Jackson second. All in favor. SO VOTED.

Mr. Labossiere stated that the Board would now go into Executive Session for the purpose of discussing tenant/landlord complaints and would not reconvene into general session. The membership was polled: Mr. Haynes -AYE, Mrs. Jackson - AYE, Mrs. Mayo- AYE, Mr. Labossiere - AYE

Time : 8:12 p.m.

Edward L. Studley
Edward L. Studley, Executive Director

Raymond Labossiere
Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

May 9, 1977

Members Present: Raymond Labossiere, Chairman
Laura Jackson
Jean Mayo
Charles Haynes

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy

Also Present: Mr. & Mrs. Joseph Andrade

Mrs. Mayo moved to accept the minutes of the executive session of April 11, 1977 as printed. Mr. Haynes second. All in favor. SO VOTED.

Mr. & Mrs. Andrade spoke about the problem they have been having with their tenant at 101 Sandwich Road, Nancy Bazycki. After moving in, Mrs. Bazycki asked if she could bring her horse on the property and seemed very angry when the Andrade's refused. She has at least two other families living with her plus she let another lady with two children stay for a few days. There are many men coming and going all day and Mrs. Andrade has seen them urinating in the back yard on occasion. Mrs. Bazycki and her guests keep them awake until all hours of the night and they have had to call the police. The Andrade's have stated that Mrs. Bazycki is destroying the property and has threatened to do so if they keep harassing her. She used the dryer without a vent and for a while had no furniture. The Board thanked the Andrade's for coming in and explained they would take it under advisement.

Mr. Smoler stated that the Andrade's attorney had sent Mrs. Bazycki a notice to quit and advised the Board to take no action. Mrs. Mayo suggested that Elliott talk to the tenant. Also, Elliott to inform the landlords of our decision.

Mr. Duffy then gave his report. First, four of our tenants at 536 Main Street are suing the Trust for various unfair practices on the part of the landlord, Mr. Condon. The suit is being handled by Mr. Ament. He would like us to hold the rent and give it to him until the suit is resolved. Mr. Duffy advises the Board not to do this. We should wait for a court order telling us to do so. There has been a judgement when the Trust defaulted. The property is in the process of being sold, but Mr. Duffy advises that the suit has an attachment. Mr. Smoler reported that he had called the Investigator General who will be coming down next Monday or Wednesday to look into the matter.

Mr. Duffy reported that the suit by Joseph Roman vs. Rita Lopes and the Falmouth Housing Authority has been amended to cast liability on the Insurance Company. The last time Mr. Duffy talked to Mr. Roman, Mr. Roman indicated that the insurance company would pay.

On the Janis Hendricks eviction, judgement was secured against Janis for rent plus costs. This amount to be paid on or before May 18, 1977 or execution for possession would begin: Welfare paying rent and Janis to pay costs herself.

No news to report on any damage claims.

The next item on the agenda was the proposals for accounting services.

Herbert H. King:	667C	\$ 90.00/mo.
	705	16.66
	705	16.66
	707	50.00
	Section 23	33.35
	Section 8	<u>83.33</u>
	TOTAL	\$290.00/mo

Edward S. Schwartz:	667-1	75.00/mo.
	705-1	15.00
	705-2	10.00
	707	40.00
	Section 23	40.00
	Section 8	<u>40.00</u>
	TOTAL	.\$240.00/mo.

Gerard P. Maher:	667-1	\$ 40.00
	705-1	20.00
	705-2	20.00
	707	40.00
	HUD 23	40.00
	HUD 8	<u>40.00</u>
	TOTAL	\$200.00

Mr. Studley mentioned that Mr. Maher had been our accountant for the past two years. It seems, however, that the HUD auditors and the State Auditors were not pleased with his work. They would not put anything in writing however. Mr. Labossiere mentioned that it had also been our policy to accept the low bidder and since no one was willing to put anything in writing, did not see how we could change this practice. Laura Jackson moved to accept the low bid of Gerard Maher, Mr. Haynes second. All in favor. SO VOTED.

Mr. Smoler then presented a request from a landlord, Manuel P. Lopes, to terminate the lease at 91 Jones Road due to family problems. Since the lease is coming up for renewal and he only has to give thirty days' notice, we probably will have to let it terminate. Elliott to try to arrange a month-to-month basis until we can relocate the tenant.

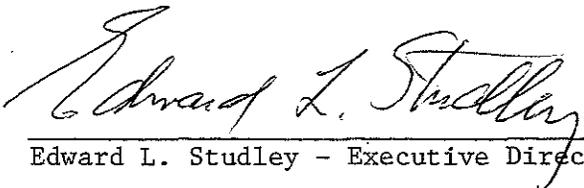
Mr. Smoler and Mr. Haynes had looked over the latest damage claims which had come in. Mr. Philip Furtado presented a bill for \$212.77. Mr. Smoler and Mr. Haynes felt this was fair. Mr. Smoler showed the Board the pictures he had taken on the day of the inspection. The Board questioned the dump charges and the cleaning charges. Mrs. Mayo moved to pay the claim without the dump charges and re-label the cleaning charges. \$192.77. Laura Jackson second. All in favor. SO VOTED.

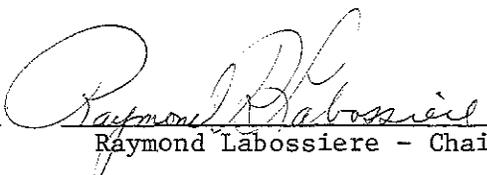
The second claim was from John Kennedy for 23 Oak Street. The tenant had taken off in the middle of the night and there was water damage due to freeze-up. The total bill is for \$512.52. The insurance company had paid for some of the damage. Mr. Smoler and Mr. Haynes had deducted some amounts for equipment such as rollers, paint brushes, etc. that the landlord could retain for his own use. They recommended to pay no more than \$464.91. Jean Mayo moved to turn this claim and the Furtado claim over to Mr. Duffy for negotiation. Mr. Haynes second. All in favor. SO VOTED.

The third claim was from Charles Ligotti for 188 (Rear) Palmer Avenue. Mr. Smoler, Mr. Haynes and Mr. Studley had inspected this apartment and found only general cleaning needed to be done. Mr. Ligotti has sent in a bill for \$2,250.00. There has been no insurance determination as of yet. The apartment was rented again (on his own) almost immediately. The matter was referred to Mr. Duffy with a strong suggestion to reject the claim.

Mrs. Mayo moved to pay the bills. Mrs. Jackson second. All in favor. SO VOTED.

Meeting adjourned: 9:20 p.m.


Edward L. Studley - Executive Director


Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

JUNE 13, 1977

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Jean Mayo

Staff Present: Edward L. Studley
Mr. Elliott A. Smoler
Frank Duffy

Also Present: Ruth Miner, TUF
Donna Baker, TUF
Kevin O'Connell, Reynolds Metals Dev. Corp.
Bonnie J. Mott, Realtor

The Chairman called the meeting to order at 7:40 p.m. Mr. Haynes moved to approve the minutes of May 9, 1977 as printed. Mrs. Mayo second. All in favor. SO VOTED.

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Mr. O'Connell spoke first as he had come a long distance. Reynolds Metals Dev. Corp. is involved in the housing development business. Recently HUD advised that monies were available for 105 units of elderly housing on the Cape. Reynolds is interested in receiving this funding. A site has been picked out and the Board of Selectmen of Falmouth are supporting this endeavor. Mr. O'Connell would like the support of the Housing Authority also. Mrs. Mayo asked what their plans and procedures would be (i.e. site, architect.) Mr. O'Connell explained that the site that has been picked is the old Clauson Inn. They feel that a country setting rather than an in-town location is unique. Usually, when a development such as this is built, shopping centers soon follow. It would be multi-family dwellings (two-story walk-up). All the units would be one-bedroom except the resident manager's which would be a two bedroom. Reynolds Metals would own and manage the development. Of course, if they get the money, they would be happy to hear our views. The rental level set from Boston would be \$316/mo. Mr. O'Connell feels that they could get this figure down. The tenants would pay approximately 25% of their yearly income. Mrs. Mayo asked if our Section 8 leases could be used there. Elliott explained that this is a different program i.e. new construction. Mrs. Mayo expressed concern that this might jeopardize our plans and continued development. Mr. O'Connell didn't think this would happen. Elliott stated that they would have to maintain a waiting list and also stated that he would like to see us manage the project. Mrs. Mayo and Mr. Haynes stated they would be in favor of this project as long as it did not jeopardize our future plans. Mrs. Mayo moved to write a letter of support. Mr. Haynes second. All in favor. SO VOTED.

The next item on the agenda was the Reconstruction of Sewage Disposal System. The Chairman read a letter from Karen Falat, DCA, giving approval of our construction contracts and bid documents for the work needed at Rose Morin Drive. Mr. Studley mentioned that the bids were out and would be opened on July 1, 1977 at eleven o'clock. DCA is forwarding \$2,000 for the architect, Philip Holmes, to be paid as arranged. They will also send an amendment to the original modernization contract to include \$20,000 for this work.

The next item discussed was the progress of the winterization program. The Chairman read a letter from Mr. Studley to Mr. Lavandere showing our appreciation of the work already completed. However, the additional work needed at 74 White Pine Lane and 24 Milton Street cannot be done at this time, because these houses are already in management and there are no funds available to absorb the cost. The work scheduled for 42 Jamie Lane (\$148.00), 24 Oak Street (\$110), and 19 Marshall Drive (\$50.00) will be able to be completed as these houses are still in development and funds are available.

Mr. Labossiere then read a letter from Mr. Studley to Rick Presbrey in regards to CETA employees doing the exterior painting needed at our elderly developments. Mr. Studley explained in the letter that we would not consider using CETA employees unless there was a supervisor present to oversee the men, the work, and the materials. Also, to maintain the time-keeping records, etc. Mr. Studley asked Mr. Presbrey for copies of regulations pertaining to this. Mr. Studley hoped work could start May 1st through August 31, 1977. We have received a short note from Mr. Presbrey stating that they now had funding and would could begin on September 1st.

Next there was a discussion on the Re-development Authority. Mr. Duffy explained that he had reviewed the Article that went before Town Meeting. He does not feel the Housing Authority has to organize as a Re-development Authority as the Article stated that the FHA would act as the Re-development agency. Therefore, the same officers of one would be the officers of the other. Mrs. Mayo asked if a liason officer should be appointed to work with the Selectmen on this. Mrs. Mayo volunteered and was so appointed by the Chairman.

The next item on the agenda was a discussion concerning the office equipment that was given to TUF for the Salt Sea Lane office. Ruth Miner told the Board that they had been trying to find a permanent place for this equipment. CAC in Hyannis offered to store the equipment for them as CAC plans to get more involved with housing. Mrs. Mayo felt that she would not like to see this equipment leave Falmouth. We should store it ourselves. Mrs. Mayo so moved. Mr. Haynes second. All in favor. SO VOTED.

The next item on the agenda was the proposals for maintaining and servicing the Fire Alarm Systems.

Simplex Corp. - \$372.00 for Salt Sea - \$439.50 for Rose Morin

Atlas Alarm - \$360.00 for Salt Sea - \$384.00 for Rose Morin

Atlas Alarm was the successful low bidder for both projects. Mr. Haynes moved to accept the low bid of Atlas Alarm. Mrs. Mayo second. All in favor. SO VOTED.

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The next item on the agenda was a discussion on the Contract for Legal Services. Mr. Duffy proposed a change in the contract. The current contract uses the fee schedule which was set up by the Barnstable County Bar Association. This fee schedule has been declared illegal and Mr. Duffy is uncomfortable using it. He proposes that we adopt the schedule that HUD has adopted. When we were involved in a Section 8 suit several months ago, HUD advised that we follow their schedule. It would still be \$3,000 yearly (\$750.00 quarter), however, there are some changes. At the current time, Mr. Duffy received \$150/day for going to court, even if the case gets postponed and he's only there a few minutes. HUD uses \$250.00/day, however, it could be less depending on how much time is actually spent in court. Mrs. Mayo moved to adopt the HUD Schedule for the Legal Service Contract. Mr. Haynes second. All in favor. SO VOTED.

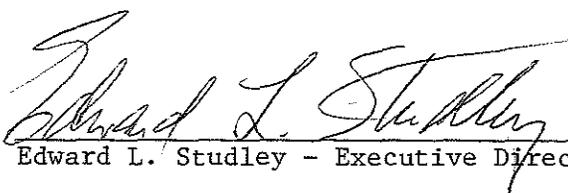
The next item discussed was a proposed change in position and salary structure. The Chairman read a letter from Mr. Studley in which he asks that Mr. Smoler be made Executive Director, and that he (Mr. Studley) be made Assistant Director of all programs and Administrator for all properties owned by the FHA. Mrs. Mayo moved to accept these changes as asked for by Mrs. Studley. Mr. Haynes second. All in favor. SO VOTED.

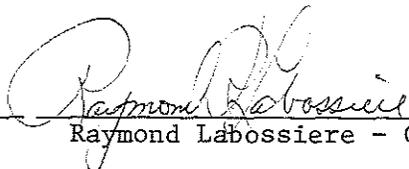
The next item discussed was a resolution to accept a new Annual Contract for Section 8. Mr. Smoler explained that HUD realized that we did not have sufficient funding to operate the Section 8 Program. Therefore, they are sending us an additional \$32,000. A resolution is needed to accept the new ACC. Mr. Haynes moved to accept the resolution. Mrs. Mayo second. All in favor. SO VOTED.

Mrs. Mayo then moved to pay the bills. Mr. Haynes second. All in favor. SO VOTED.

The Chairman then stated that the Board would now go into Executive Session for the purpose of discussing tenant/landlord complaints and would not reconvene in General Session. The membership was polled: Mrs. Mayo, Aye; Mr. Haynes, Aye; Mr. Labossiere, Aye.

TIME: 8:30 p.m.


Edward L. Studley - Executive Director


Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JUNE 13, 1977

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Jean Mayo

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy

The Chairman called the meeting to order at 8:45 p.m.

Mr. Duffy made a report on the progress of thress damage claims.

1. Philip Furtado has settled for \$150.00 for the damages done at 23 Seacoast Blvd. This house is on the 707 Program. The tenant was Gloria Ellis.
2. Mrs. Kennedy refused our offer of \$375.00 for the damages done at 23 Oak Street. The tenant was Kathleen Kenehan. Mr. Duffy has offered her \$450.00 - no reply as of yet.
3. Mr. Duffy wrote to Mr. Charles Ligotti informing him that the Board did not feel his claim was reasonable. Mr. Ligotti telephoned Mr. Duffy to say he would be willing to compromise. The Board feels that a general cleaning was all that was warranted and that Mr. ligotti's claim for over \$2,000. was completely unreasonable.

Mr. Duffy mentioned that DCA has come out with a new policy on damage claims. All claims must be submitted to DCA that are over \$200.00. We should continue our procedure but we will have to send it up to DCA for the Legal Department to go over. They will come up with a figure also, and possibly might want to negotiate themselves.

Mr. Duffy mentioned that the suit brought against the 536 Main St. Realty Trust by the tenants has tied up the April rent. The property was sold in May to Cornelius Hickey. The tenant's attorney would like April rent applied toward the utilities that the tenants had to pay. Since the Trust has defaulted by not appearing in court, a judgement will be made. We will probably be told how to apply the April rent.

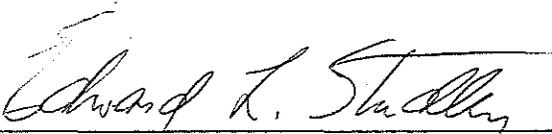
Mr. Duffy reported that the Joseph Roman case has been settled for \$200.00.

Mr. Labossiere then discussed a letter had had written to Mr. Hickey about some changes he felt needed to be made. He also read Mr. Hickey's response. Mr. Hickey is going to install mechanical hand blowers for the bathrooms. However, he feels that the premises were rented without a bathroom downstairs or a vent in the conference room, and he is not responsible to do this work.

Mr. Labossiere asked if the Board would agree to put a vent in the conference room ourselves if Mr. Hickey agrees. It should not cost more than \$65.00-\$100.00. Mrs. Mayo moved that our Executive Director should look into this possibility. Mr. Haynes second. All in favor. SO VOTED.

Mr. Haynes moved to accept the minutes of the Executive Session of May 9, 1977 as printed. Mrs. Mayo second. All in favor. SO VOTED.

Time: 9:05 p.m.


Edward L. Studley - Executive Director


Raymond Labossiere - Chairman

SPECIAL MEETING

GIFFORD SETREET

JULY 1, 1977

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Ward Rainnie

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy

Let it be known that the Chairman read a letter dated 7/1/77 to Rick Presbrey of the Housing Assistance Corporation regarding the signing of a lease between the Corporation, Robert "Bubba" Pena, and Marlene Connolly. The Board hereby grants permission for a one-year lease to be signed with the stipulations that if the premises should become vacant, the lease will terminate and the property not be re-rented or filled with another family. Also, that the Falmouth Housing Authority have no responsibility in the matter whatsoever. Mr. Haynes moved to accept the resolution. Mr. Rainnie second. All in favor. SO VOTED.

Meeting commenced - 10:35 a.m.

Meeting adjourned - 10:36 a.m.


Elliott A. Smoler - Executive Director


Raymond Labossiere - Chairman

Members Present: Raymond Labossiere, Chairman
 Charles Haynes
 Ward Rainnie
 Laura Jackson
 Jean Mayo

Staff Present: Edward L. Studley
 Frank Duffy

The Chairman called the meeting to order at 7:35 p.m. Mr. Haynes moved to accept the Minutes of the Meeting of June 13, 1977 as corrected. Mr. Rainnie second. All in favor. SO VOTED.

The first item on the agenda under old business was the acceptance of the bids for the reconstruction of the sewage disposal system at Rose Morin. The Chairman read the list of bids from low to high:

1. Richard B. Fish & Sons	\$16,750.00
2. D.W. Marcotte Construction	\$17,298.00
3. Breivogel Construction	\$28,800.00
4. E. W. Hinckley Co.	\$29,245.00
5. Jack Marshall & Sons	\$29,365.00
6. Teutonic Construction. Inc.	\$32,900.00
7. Lawrence-Lynch Corp.	\$41,700.00
8. George Botelho, Inc.	\$52,500.00
9. Bennell Contracting Corp.	\$64,005.00

Mr. Haynes moved to accept the low bid of Richard B. Fish & Sons in the amount of \$16,750.00. Mrs. Mayo second. All in favor. SO VOTED. Mrs. Jackson asked if the other bidders were higher. It was explained that there were only nine bidders. Mrs. Mayo asked when the job would be completed. It was explained that Mr. Fish would start ten days after being awarded the contract and work would be completed in sixty days.

Mr. Studley presented a letter to the Chairman from Mr. Allan Isbitz of D.C.A. in regards to the amendment to the Modernization Contract to include \$20,000 for the Sewage Disposal System at Rose Morin. This will be referred to as Amendment #1 and changes the total amount from \$7,572 to \$27,572. Mrs. Mayo moved to authorize the Chairman to sign the amendment. Mr. Haynes second. All in favor. SO VOTED.

Next on the agenda was a discussion on the proposed changes to the Salary and Administration Plan: Vacations. Mrs. Mayo moved to table this discussion until a staff member could look into the matter with a representative from the Town as to their policy. Mr. Haynes second. All in favor. SO VOTED.

Next item discussed was the new Fair Market Rents approved by HUD to go into effect on July 1, 1977:

1 Bedroom	\$232.00 per month including utilities
2 Bedroom	\$279.00 per month including utilities
3 Bedroom	\$314.00 per month including utilities
4 Bedroom	\$348.00 per month including utilities
5 Bedroom	\$418.00 per month including utilities

Next, copies of the proposed regulations prescribing Standards of Conduct were distributed to the Board Members to look over.

The Chairman then discussed setting up a steering committee for Elderly Housing to look into the possibility of future sites, etc. Mr. Haynes and Mrs. Mayo volunteered to serve on the committee. The Chairman so approved and designated them.

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The Chairman then read a letter from Mr. Duffy. Re: The new contract for legal services which was approved by the Board last month for the period July 1, 1977 through June 30, 1978. Mr. Haynes moved to accept the contract. Mrs. Jackson second. All in favor SO VOTED.

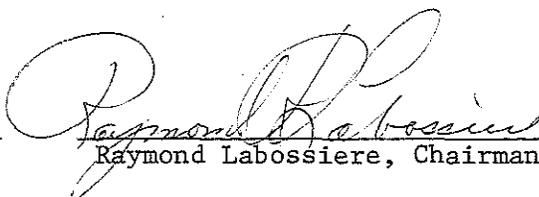
Mrs. Mayo moved to pay the bills. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Haynes asked if it would be possible for the Board Members to come at 7 o'clock to look through the bills before the meeting starts. It has been the policy to do this, however, the Chairman does not have a key to the office to get in. Mr. Studley mentioned that he has an extra set of keys and that the Chairman should have a set.

Meeting adjourned at 8:05 p.m.

The Chairman stated that the Board would now go into Executive Session for the purpose of hearing Tenant/Landlord complaints and would not reconvene into General Session. The Membership was polled: Mr. Haynes - AYE, Mr. Rainnie - AYE, Mrs. Mayo - AYE, Mrs. Jackson - AYE, Mr. Labossiere - AYE.


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JULY 11, 1977

Members Present - Raymond Labossiere, Chairman
Charles Haynes
Ward Rainnie
Laura Jackson
Jean Mayo

Staff Present: Edward L. Studley
Frank Duffy

Mrs. Mayo moved to accept the Minutes of the Executive Session of June 13, 1977 as printed. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Duffy then gave a status report on current damage claims. 1. Mr. Ligotti's claim for over \$2,000.00 for 188 (Rear) Palmer Avenue has been referred to DCA as per their instructions. No response yet.

2. Mr. Philip Furtado has settled his claim for \$50.00. Mr. Duffy has obtained a release. The property was located at 23 Seacoast Boulevard. Tenant: Gloria Ellis. Program - 707.

3. Mrs. Eleanor Kennedy has not responded to our offer of \$450.00 for the damages at 23 Oak Street. Tenant: Kathleen Kenehan. 707 Program.

Mrs. Mayo asked if we weren't supposed to send these claims to DCA. The instructions are for claims over \$200.00. Mr. Labossiere feels we should try to settle as many claims as we can for under \$200.00; if we can't, the claim goes to DCA. Mr. Haynes mentioned that he and Mr. Smoler were in Boston a few weeks ago and that they did not know exactly how this new system would work. Mr. Duffy mentioned that if we have a signed lease with a landlord stating that we would be responsible for damages, that this new regulation does not supercede it.

Mr. Duffy mentioned that the Town of Falmouth is thinking of taking a conservation easement across the back yard of 103 Turner Road for sanding rights for the cranberry bog. Nothing definite yet.

A new voucher was presented to the Chairman for signature in the amount of \$223.00 to replace the June voucher of \$187.00 for Utility Payments to Tenants under the Section 8 Program. The amount was incorrectly added.

Next presented to the Board was a request from a Landlord, Mrs. Diana Goulart, for an eviction of her tenant, Wayne Wright, 80 Seacoast Boulevard, for non-payment of rent. The Board decided to take no action and let the case proceed on its own merit.

Copies of the new DCA three-party lease for the 707 Program was presented to the Board for their review. We have verbal confirmation that this lease will supercede the lease we have negotiated. Nothing in writing yet.

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The next item discussed was the damage claim of Edward Callahan for \$18.53. This is the Section 8 Program and is guaranteed under the Security Deposit Regulation. Mr. Haynes moved to pay the bill. Mrs. Mayo second. All in favor. SO VOTED.

The next claim discussed was from Dunham Realty Trust for a vacancy payment under Section 8. The tenant, Deborah Enos, vacated the apartment in the middle of April without notice and the apartment remained vacant for two months. Under Section 8 the landlord is entitled to 80% of the total rent. The Board discussed how to handle this. They wondered whether there was money in the budget for such a claim or whether HUD should pay or whether HUD would reimburse the Authority for this amount. Mr. Duffy was consulted and he suggested we find out how HUD wants us to handle the matter. Mr. Haynes moved to table the matter until we can look into it further. Mr. Rainnie second. All in favor. SO VOTED.

An amendment to the DCA Annual Contributions Contract as presented dated January 28, 1976 changing the Annual Contributions Contract amount to \$192,290. for 99 leases.

✓ Mrs. Mayo moved that we spend no more than \$25.00 to purchase a first aid kit. Mr. Haynes second. All in favor. SO VOTED.

Mr. Rainnie suggested that we purchase a fire extinguisher for the office as per the fire code. Mr. Rainnie will check out the price and report his findings at the next meeting.

Mr. Labossiere asked if anything further had been done about getting a fan for the conference room. The Board voted to spend between \$65.00 and \$100.00 for a fan if we could get the landlord's permission to install. It did not appear as though permission had been given.

Mr. Haynes distributed copies of a booklet for the Board to review. The booklet is titled "Housing and Neighborhood Strategies for Massachusetts, 1977-1978".

Mrs. Mayo moved to adjourn at 9:00 o'clock. Mrs. Jackson second. All in favor. SO VOTED.


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

AUGUST 8, 1977

Member Present - Raymond Labossiere, Chairman
Charles Haynes

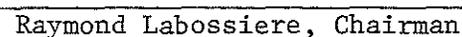
Staff Present - Elliott A. Smoler
Edward L. Studley
Frank Duffy

No meeting was held due to the fact that there was not a quorum.

However, Mrs. Mayo was reached over the phone and the three members conferred and were in favor of accepting the low bid of James Conley for the Exterior Painting work at Salt Sea Lane. Also, the three members were in favor of accepting the cashier's check of Mr. Richard B. Fish in lieu of a surety bond for the reconstruction work of the sewage system at Rose Morin Drive.

Above to be reported and discussed at the next regularly scheduled meeting of the Falmouth Housing Authority


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

Members Present: Raymond Labossiere, Chairman
 Jean Mayo
 Charles Haynes
 Laura Jackson
 Ward Rainnie

Staff Present: Elliott A. Smoler

Also Present: Mr. & Mrs. Alonzo LaBeet
 Ray Hall
 Hazel Hall
 Edna Blake

Marjorie Donahue
 Eva Upjohn
 Charles Upjohn

The meeting was called to order at 7:30 p.m. Mrs. Mayo moved to accept the Minutes of the Meeting of July 11, 1977 as printed. Mr. Haynes second. All in Favor. SO VOTED.

The first item on the agenda was a discussion on the status of the re-construction of the sewage disposal system at Rose Morin Drive. The State Engineer, Mr. Harrington, has called a halt to work because the aeration tanks are not up to specifications. The tanks are in poor condition - not enough steel rods in tanks. More are being rejected by the engineers than are being accepted. Also, there is a possibility that the tanks already in the ground might have to be dug up. There was concern that the work may not be completed within the sixty-day time period. When the area was dug up some conditions of concern to Mr. Haynes and Mr. Smoler were found. Mr. Haynes moved to discuss this in Executive Session. Mr. Rainnie second. All in Favor. SO VOTED.

Next on the agenda was a discussion on the proposed change to the Salary and Administration Plan - Vacations. Mr. Smoler has discussed the proposed change with the Personnel Board. In the past they have allowed accumulation of vacation in special cases. They are thinking of aligning with the State & Federal agency in this regard. Mrs. Mayo moved to change the EMPLOYEE'S VACATION - SICK LEAVE & OTHER BENEFITS to read: (see page 1, paragraph 2, line 3)... Vacation time may be accumulated but not to exceed the amount earned in any one (1) year. Also to be changed: (see page 1, paragraph 3, line 5) the word four should be eight. Mr. Haynes second. All in Favor. SO VOTED.

The third item on the agenda was the decision of the Board of Appeals to Case No. 2815- application of, by the South Shore Vending Co. to open a game parlor at the corner near Rose Morin Drive. The application was denied.

Mr. Rainnie gave a report on the progress of acquiring a fire extinguisher. An agent from FALCOM inspected our offices and felt we only needed one extinguisher of the ABC variety - 20 lb - price: \$50.00. This would be refillable. Mr. Rainnie moved to accept FALCOM's price and purchase the fire extinguisher. Laura Jackson second. All in Favor. SO VOTED.

Mr. Smoler then announced that the application for units by Reynolds Metals Development Corp. had not been approved. The elderly units would go to Bourne instead.

The next item on the agenda was the approval of the bills for August and September. Some of the Board members questioned the high electric and gas bills for the elderly projects. Mr. Smoler will check with the utilities companies. Mr. Haynes moved to pay the bills. Mrs. Mayo second. All in Favor. SO VOTED.

The next item on the agenda was a ratification of the painting bids for exterior work at Salt Sea:

Joseph J. Costa, Jr.	\$782/per building	\$3,128/total
Phil Brennan	\$450/per building	\$1,800/total
James L. Conley	\$370/per building	\$1,480/total

Mr. Haynes moved to award the contract to the low bidder. Mr. Conley. Laura Jackson second. All in Favor. SO VOTED.

The first item discussed under new business was the Executive Conference with Governor Dukakis at Cape Cod Community College on September 23, 1977. There is no cost for this conference and the time schedule is 8:45 a.m. to twelve noon. Mrs. Mayo, Mr. Labossiere, Mr. Haynes, Mr. Smoler and Mr. Studley plan to attend.

The next item discussed was the Regional Meeting of Housing Authorities to be held at the Barnstable Housing Authority on September 22, 1977. This is an evening meeting

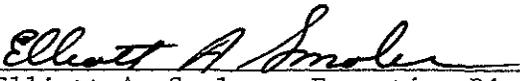
from 7:30 p.m. to 9:15 p.m. Secretary Flynn will be the speaker and the subject will be the Code of Conduct regulations recently promulgated. Everyone hopes to attend.

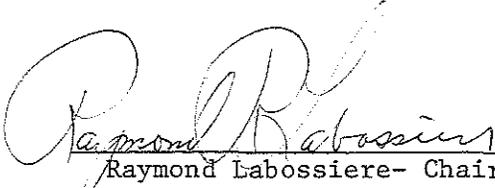
The next item discussed was the Housing Conference on Elderly and Handicapped persons to be held November 3 and 4. The cost is \$35.00 per person plus \$20.00 for the room. It was being sponsored by the Department of Housing and Urban Development. Mrs. Mayo Mr. Haynes, Mr. Labossiere and Mr. Smoler plan to attend, also Mr. Studley.

Next followed a discussion on replacements of cesspools at Oak Street and Old Barnstable Road. Invitations for proposals are going out under 705-1 and 705-2 for this work. We have budgeted \$500.00 each. Return date of 9/22 or 9/23/77 to be typed on the proposals.

Mr. Smoler then discussed with the Board a problem of storage in the office. We need a storage cabinet for the reception room and an additional forms cabinet. Mrs. Mayo moved to purchase a storage cabinet for approximately \$90.00 and a forms cabinet for approximately \$111.00. Laura Jackson second. All in Favor. SO VOTED. Mr. Smoler also mentioned acquiring some pictures and things to brighten up the office. Mr. Rainnie mentioned that the Falmouth Artists Guild donated some of their paintings for display in public offices. Mr. Smoler will look into this possibility.

The Chairman stated that the Board would now go into executive Session for the purpose of hearing tenant/landlord complaints and would no re-convene into General Session: Mr. Haynes - aye, Mr. Rainnie - aye, Mrs. Mayo - aye, Mrs. Jackson - aye, Mr. Labossiere aye.


Elliott A. Smoler - Executive Director


Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

SEPTEMBER 12, 1977

Members Present: Raymond Labossiere, Chairman
Laura Jackson
Jean Mayo
Ward Rainnie
Charles Haynes

Staff Present: Mr. Smoler

Also Present: Mr. & Mrs. Alonzo LaBeet
Mr. & Mrs. Ray Hall
Mr. & Mrs. Charles Upjohn
Edna Blake
Marjorie Donahue

Mr. & Mrs. LaBeet talked about the problems they are having with their tenant at 208 Trotting Park Road (Ann Belloli). Ms. Belloli has been late with the rent for several months. Also, she is keeping a friend's dog at the house when she was told no pets were allowed. The dog is not restrained and is roaming the neighborhood upsetting trash, etc. Also, the back storm door has already been repaired twice and is now in need of repair again. Also, a window has been broken. The neighbors called on night around midnight to report loud noises of motorcycles at the house. They did not phone, however, until they saw a motorcycle being taken into the house itself. They are also upset about the constant flow of traffic and the abusive language that is going on. Mr. LaBeet stated that he wanted the lease terminated. The Chairman thanked the LaBeet's for coming in saying we would take the matter under advisement and speak to our attorney.

Mr. Hall and a group from Seacoast Shores spoke on a problem they are having with the tenant at 14 Amphibian Road. The Chairman also read a letter from another neighbor, Mr. Cloherty, concerning the same problem. Cars are coming and going at all hours of the day and night blowing their horns and leaving the motors running. Loud music from the stereo all hours. Also, constant fighting late into the evenings. The tenant has stated that she can play her stereo as loud as she wants because she pays her rent. The police have been called may time for the music and the fighting, however, the noise stops when they see the patrol car coming. Last week there was a big fight about one o'clock in the morning. A man was brandishing a knife, the kids were hysterical and crying out in the driveway, and the babysitter (who apparently lives in the house) was down the street crying hysterically. The neighbors are very concerned about their own safety and that of the children. The group also complained about the abusive language being used at the house. Mr. Hall stated that he would tape the next scene for verification. Mr. Labossiere thanked the group for

coming in with their problem saying we would take the matter under advisement

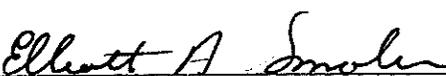
The Board members discussed the problem at 14 Amphibian Road (Michele Pires). It was mentioned that this was a Section 8 lease negotiated by the tenant and landlord. Mr. Labossiere suggested a letter should be written to Mr. Hall with a carbon copy to the tenant and a carbon copy to the landlord stating this is a Section 8 lease of which the Housing Authority is not a principal and that the problem is between the tenant and the landlord. Mr. Smoler to handle.

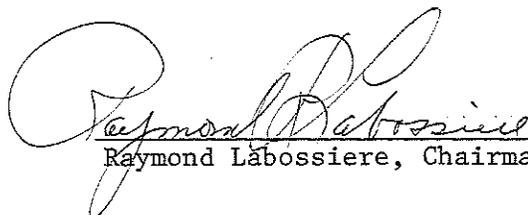
Mr. Smoler then mentioned that he had some requests for rent increases on the 707 Program. At the present time there is not enough money in the budget to handle these increases, but he has appealed to D.C.A. for additional funds in the amount of \$30,000 approximately. We should hear from DCA in about two weeks.

The Board then discussed the LaBeet situation. It was discussed that the dog and repairs would not be justifiable reasons for an eviction. Mrs. Jackson stated that other tenants of the LaBeets' (both on and off the program) have complained to her about them. Mrs. Mayo moved to comply with the LaBeets request to terminate the lease. Mr. Rainnie second. All in Favor. SO VOTED. Elliott to talk to tenant.

Mr. Haynes then discussed the conditions that were discovered at Rose Morin was the sewage system was dug up. Mr. Smoler and Mr. Haynes are on hand daily at the work site to check on the progress of the work. Someone from the engineer's office is down at the site frequently making daily reports. The problem now is the aeration tanks coming in in very bad condition. It appears that the company making the tanks (American) have only ten molds. They were cleaned out of the inventory by someone else who had a big job. The tanks we are getting now are just being made and may not be getting the required amount of time to set. Also, Mr. Smoler noticed that we are getting back the same tanks we had rejected a few days before. Mr. Labossiere discussed the possibility of having to call a special meeting in case more time is needed to complete this work.

Meeting adjourned: 9:35 p.m.


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

REGULAR MEETING

OCTOBER 17, 1977

Members Present: Laura Jackson, Vice Chairman
Charles Haynes
Jean Mayo
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

Also Present: Mr. & Mrs. Goulart

Meeting called to Order at 7:40 p.m.

Charles Haynes moved to accept the Minutes of the Regular Session of September 12, 1977 as printed. Second by Jean Mayo. All in Favor. SO VOTED.

A status report was given by Elliott Smoler on the Sewage Disposal System at Rose Morin Drive. He stated that all three (3) pits were completely installed, covered and re-seeded. Change Orders are to be submitted to install 80 ft. driveways, so that the pits won't be destroyed by trucks going over them. A fence is to be put along the driveways. Prices are to be checked.

A Special Meeting will have to be called to approve the Change Orders.

Mrs. Jackson read bids for the Installation of Leaching Pits at 24 Oak Street and 189 Old Barnstable Road (705 Program)

Breivogal Contruction	\$1,140.00
Francisco Tavares, Inc.	\$1,200.00

George Botelho, Inc.	\$1,250.00
Roderick & Donahue	\$ 837.00 Each
Grafton L. Briggs	\$1,300.00
Richard Fish & Sons	\$ 794.00

Jean Mayo moved to accept the low bid of Richard Fish in Sons in the amount of \$794.00 for the Installation of Leaching Pits at 24 Oak Street and 189 Old Barnstable Road. Charles Haynes Second. All in Favor. SO VOTED.

A discussion was held on the disposal of the desk, formally used by the Tenant's Union at the Salt Sea Office (Owned by the Authority). It was recommended that the desk be sold to the highest bidder.

Jean Mayo moved that an ad be placed in the Pennysaver to dispose of the desk to the highest bidder. Charles Haynes second. All in Favor. SO VOTED.

Mr. Haynes gave a Status Report on the Regional Meeting held in Barnstable. He stated that the new Rules and Regulations and also the Code of Ethics were discussed. He also mentioned that it was allowed to have a dinner meeting occasionally. Mrs. Mayo mentioned that under the Code of Ethics that it was a ruling by the Massachusetts Supreme Court that if an alien had been refused housing, the housing authorities would have to seek out that alien and place them on the waiting list where they would have been originally.

Charles Haynes moved that the December Meeting should be a dinner meeting.

Jean Mayo moved that it be tabled to the next meeting when a full Board is present. Charles Haynes second. All in Favor. SO VOTED.

Charles Haynes asked if the Inventory of Equipment had been completed and if the Storage Shed at Rose Morin Drive was in use.

Mr. Smoler stated that the Inventory had been completed and the Shed was in use.

Mrs. Mayo asked if the State had come down on the Conservation of Energy.

Mr. Smoler stated that they had, and that they said that the Authority should conserve energy. It was asked if the State had funding to install equipment to do this. They said no. Mass Electric Co. has a program which the Authority is eligible, in which they supply water widgets for showers at no cost. The Authority has written to them requesting 140 Water Widgets to install at the Elderly and 705 houses. If successful, we will ask for additional ones for the 707 and Section 8 Programs.

Mrs. Jackson asked what was happening with the Salt Sea Office, now that the Tenant's Union was no longer using it. It was mentioned that it was now being used by the Elderly Tenants at Salt Sea as a recreation room and as a waiting room for the mini-bus.

There being no further business. Mrs. Jackson stated that the Regular Session is now adjourned to Executive Session and would not re-convene. A poll of the members was taken. Charles Haynes - Aye, Jean Mayo - Aye, Ward Rainnie - Aye, Laura Jackson - Aye.

Regular Session adjourned : 7:51 p.m.

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 Elliott A. Smoler, Executive Director


 Laura Jackson, Vice Chairman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION OCTOBER 17, 1977

Member Present: Laura Jackson, Vice Chairman
 Charles Haynes
 Jean Mayo
 Ward Rainnie

Staff Present: Elliott A. Smoler
 Edward L. Studley
 Frank Duffy

Also Present: Mr. & Mrs. Goulart

Jean Mayo moved to approve the Bills. Charles Haynes second. All in Favor. SO VOTED.

Mr. & Mrs. Goulart spoke on the damage caused by their tenant at 23 Seacoast Boulevard, Mr. Wayne Wright who moved without notice. They wanted to know who was going to pay for the damage and where the keys were. Mr. Haynes asked what Program they were on. Mr. Smoler told him that it was Section 8. Mrs. Goulart also stated that Mr. Wright did not pay them any rent since they moved in. The rent was in the amount of \$12.00 per month. The matter was taken under advisement. Mr. & Mrs. Goulart were thanked for coming in.

Mr. & Mrs. Goulart left the meeting at this time.

Mr. Smoler stated that under the Section 8 lease if a Security Deposit was not collected then the Authority has no liability to pay for damages. The lease is entirely between the Tenant and Landlord. The Authority signs a contract with the Landlord to pay our share of rent. Once the lease is broken the contract becomes null and void. In this case, there was no security desposit collected, therefore, we have no liability to pay for the damages.

A letter was read by Laura Jackson, received from Ellen Vitagliano requesting a 30 day leave of absence because of personal problems.

Mr. Smoler recommended that the Board approve the leave of absence.

Jean May moved that a 30 day leave of absence be granted to Ellen Vitagliano. Charles Haynes second. All in Favor. SO VOTED.

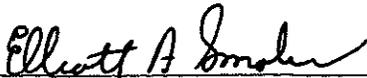
Mrs. Mayo asked if someone was going to be hired to replace Mrs. Vitagliano for this period. Mr. Smoler stated that himself, Wilma Graham and Marion Walker would struggle for the 30 days. If it goes longer than that, we will have to make a decision.

Mrs. Mayo moved that the Minutes of the Executive Session of September 12, 1977 be accepted as corrected. Charles Haynes second. All in Favor. SO VOTED.

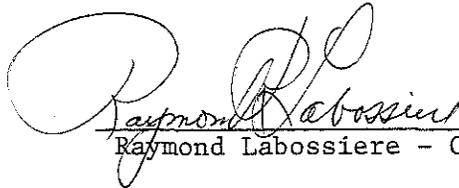
There being no further business.

Jean Mayo moved to adjourn. Charles Haynes second. All in Favor. SO VOTED.

Meeting adjourned 8:20 p.m.



Elliott A. Smoler, Executive Director



Raymond Labossiere - Chairman

Falmouth Housing Authority

Regular Meeting

November 14, 1977

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

Also Present: Paul Rodriques
Bob Wilson
Don Johnson

Meeting called to Order 7:37 P.M.

Charles Haynes moved to accept the Minutes of the Regular Meeting of October 17, 1977 as printed. Ward Rainnie second. All in Favor. SO VOTED.

Old Business was put off until visitors were heard.

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Mr. Don Johnson, Falmouth School Department spoke on additional Title I funds for the Town of Falmouth. To receive these funds he has to have addresses, and project code number where low income housing students are, for HEW. The Authority feels it would be against the Privacy and Confidentiality Act to reveal the information needed to HEW, as they were not on the list submitted to the Department of Community Affairs, as to whom information could be given. The Authority would like to see Falmouth get the additional funds. The information is for Federal Programs only. Where HUD is on the list for information, the Board has no objection to giving the information to HUD.

Charles Haynes moved that we release information to HUD that the School Department and HEW needs, and if HUD sees fit to release the information to HEW they can. Ward Rainnie second. All in Favor. SO VOTED.

Mr. Rodriques spoke at this time. He stated that he wished to put on record with the Housing Authority that he intended to build Housing for the Elderly, off Main Street in East Falmouth, if he could obtain Funds from the Federal Government. He also wanted the Authority to give their approval. Mr. Wilson, Architect for Mr. Rodriques spoke on what type of buidings there would be. The Authority thanked them for coming in and that it was on record.

The Board took up old business at this time.

A report was given by Elliott Smoler regarding the Sewage Disposal System at Rose Morin Drive. It was reported that the sewage system is in the ground and working. The asphalt driveways will be put in within the next few days, weather permitting. He feels that a Special Meeting should be called so the Completion and Release forms will be signed by Mr. Fish.

Mr. Smoler reported that DCA has increased the Annual Contributions Contract by approximately \$12,000 so that we can offer a 6% increase to landlords who request one. There has been no increase in the last four years.

Charles Haynes moved that we accept the Amendment to the Annual Contribution Contract. Ward Rainnie second. All in Favor. SO VOTED.

Report on the Annual Meeting in Sturbridge was given. A press release was shown.

Mr. Smoler stated that the newspaper asked for information specifically Landlord names, number of units, and amount of rent paid to them. Also, addresses of the units. A letter has been written to Secretary of State Guzzi, asking whether it would be a violation of the Privacy and Confidentiality Act. We should have an answer within 10 days. No information will be given to the newspaper until we receive an answer.

A five minute recess was taken at this time.

Ward Rainnie moved to approve bills for payment. Charles Haynes second. All in Favor. SO VOTED.

The Chairman stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not re-convene in General Session: Mr. Haynes - Aye, Mr. Rainnie - Aye, Mr. Labossiere - Aye.

Regular Session adjourned 8:15 p.m.


Elliott A. Smoler - Executive Director


Raymond Labossiere - Chairman

EXECUTIVE SESSION

FALMOUTH HOUSING AUTHORITY

NOVEMBER 14, 1977

Members Present: Raymond Labossiere
Ward Rainnie
Charles Haynes

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

Ward Rainnie moved that the Minutes of Executive Session of October 17, 1977 be accepted as printed. Charles Haynes second. All in Favor. SO VOTED.

Frank Duffy reported on Damage Claims

He stated he received a release from John Kennedy for his property at 23 Oak St., (Kathleen Kenehan, Tenant), for \$450.00, approved by the Department of Community Affairs.

Mr. Duffy reported that he had received a letter on an old case from Elmer Landers He finally got all documents together and he will submit them to Mr. Duffy. The Housing Authority had offered him \$125.00 on a \$3,000. claim. Mr. Duffy has informed Mr. Landers that the claim will have to be approved by the Department of Community Affairs, and if they do not approve it, the claim will have to be litigated.

A damage claim was received from Attorney Peter Perpall, for Mr. & Mrs. Turner, under a Section 8 lease. The tenant has skipped early and also had left damage. Under the Section 8 lease, if a tenant leaves early, the landlord is entitled to 80% of two months rent, and if a Security Deposit was collected by the landlord he is entitled to damages in the amount of one month's rent. The Board felt that a release should be obtained even though it is a part of the contract and lease that the landlord can collect.

Mr. Smoler reported that he had a list of landlords under the 707 program that have submitted requests for increases.

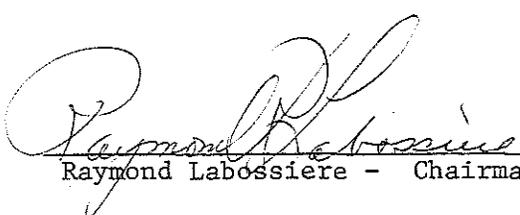
Ward Rainnie moved that under the 707 Program to grant increases to landlords in the amount equal to 6% or amount requested, whichever is less. Charles Haynes second. All in Favor. SO VOTED.

Mr. Labossiere felt that we should talk about a dinner meeting and that he would like the consensus of the Board. The Board felt that a dinner meeting should be held at least once a year. The Board decided that they would call a Special Meeting for a dinner meeting and that the personnel would be invited. A Dinner Meeting will be held in December.

There being no further business.

Charles Haynes moved to adjourn. Ward Rainnie Second. All in Favor. SO VOTED.

Meeting Adjourned: 9:10 p.m.

Elliott A. Smoler - Executive Director Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY REGULAR MEETING December 12, 1977

Members Present: Raymond Labossiere, Chairman
Laura Jackson
Jean Mayo
Charles Haynes

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

Also Present: Marty Johnson, Phil Holmes Office

The Chairman called the meeting to order at 7:40 p.m. Mr. Haynes moved to accept the minutes of the meeting of November 14, 1977 as corrected. Jean Mayo second. All in Favor. SO VOTED.

Next on the agenda under old business was a discussion on the reconstruction of the sewage disposal system at Rose Morin Drive. Mr. Studley reported that the work has been completed and that Mr. Fish had been paid in full. To date, Mr. Holmes has been paid \$1,258.66 of the \$2,000 consulting fee, leaving a balance of \$741.34 due. Mr. Holmes has submitted an additional bill of \$1,521.98 to cover expenses in connection with the added work at the site due to the problems with the aeration tanks, the new driveway, etc. Mr. Harrington of DCA sees no problem with this bill since they are aware of the extra work done. Mrs. Mayo moved that we pay Mr. Holmes the balance due of \$741.34 plus the additional \$1,521.98. Mr. Haynes second. All in Favor. SO VOTED.

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Mrs. Jackson moved to pay the bills. Mr. Haynes second. All in Favor. SO VOTED.

Mr. Haynes then discussed the problem with the roof at White Pine Lane (705 House). The Dufney Corp. has inspected the roof and recommends a new roof with a low pitch. The price could be approximately \$1,000 for the roof and about \$300 - \$400 for gutters. Mr. Smoler & Mr. Studley have talked with Mr. Harrington of D.C.A. and discussed the possibility of receiving Modernization Funds for this work. Mr. Haynes moved to go ahead and try to get the money from Modernization Program. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Studley and Mr. Smoler then discussed with the Board the possibility of hiring a full time maintenance person to do our painting, minor plumbing, electrical work, snow removal, etc. DCA feels we could use three full time people. Mrs. Mayo asked about Mr. Duane, our present maintenance man. He works by the minute on a part-time basis for small jobs and would continue in this capacity. Mrs. Mayo also asked for a clarification on snow removal since we already have a contract for this work. The contract would naturally run its course. Mr. Smoler and Mr. Studley stated that we would advertise this position stating we were an Equal Opportunity Employer. Mrs. Mayo stated that while she was not opposed to this possibility, she would like more details such as job description, figures, etc. Mr. Haynes volunteered to work with Mr. Smoler on this.

Mr. Smoler then advised the Board that we need a new filing cabinet. The price would be approximately \$125.00. Mrs. Mayo moved that we purchase a filing cabinet. Mr. Haynes second. All in favor. SO VOTED.

Next on the agenda was a discussion of Tenant Selection and Transfer Policy. We have received word from DCA that they do not approve our 12 step plan for tenant selection and transfer. They have made it mandatory that we use the State 5-step plan. 1. Natural Disaster: 2. Public Action: 3. FHA Tenant Terminations due to no cause of their own. 4. FHA Tenant Transfers due to good cause: 5. Standard. It was discussed that a letter should be sent to the Tenant's Union stated that we will now be using this new system. Mrs. Mayo moved to accept the 5-step Priority System. Mr. Haynes second. All in favor. SO VOTED.

It was discussed that there may not be an organized tenant's union at this time, but we will try to notify them of this change.

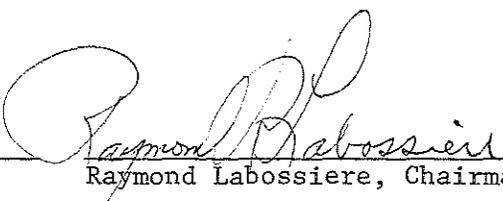
DCA has advised us that there are additional funds available for more 707 units. Since we have approximately 500 applications on file, Mr. Smoler would like to apply for some of these units. He feels we possibly could get ten to twenty more units. Mrs. Jackson moved that we apply for additional 707 units. Mr. Haynes second. All in favor. SO VOTED.

Mr. Smoler also spoke on the availability of Section 8 funding. Mrs. Mayo moved to apply for more Section 8 units. Mr. Haynes second. All in Favor. SO VOTED.

The Chairman then stated that we could now go into Executive Session for the purpose of discussing tenant/landlord complaints and would not re-convene into General Session. Mr. Haynes - Aye, Mrs. Mayo - Aye, Mrs. Jackson - Aye, Mr. Labossiere - Aye.

Time: 8:20 p.m.


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

DECEMBER 12, 1978

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Jean Mayo
Laura Jackson

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

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Mr. Studley discussed the possibility of sending a letter of thanks to John Banner of the Rotary Club and to Pack 240 of the Boy Scouts for their recent efforts on behalf of the elderly tenants at Rose Morin Drive, Mayflower and Salt Sea Lane. Christmas trees were decorated at all three projects for the enjoyment of our tenants. It was mentioned that a copy of the thank you letter should be sent to the newspapers.

Mr. Smoler then spoke on the subject of our lease at Homeport. We are entering our third and final year and should consider alternatives. Mr. Smoler was meeting the next day to discuss the possibility of building our own office through the Government Energy Conservation Agency. Grants are now available to build solar-heated buildings with a 100% construction. More will be discussed after the meeting.

Mrs. Mayo then discussed the special dinner meeting of the housing authority. She moved that the meeting be held at the Big Fisherman. Mr. Haynes second for discussion. Mrs. Mayo then moved that the meeting be held at the Big Fisherman if they can accommodate us, otherwise the meeting to be held at the Coonamesset Inn. Mr. Haynes second. All in favor. SO VOTED.

Mr. Haynes then moved to accept the minutes of the Executive Session of November 14, 1977 as printed. Mrs. Jackson second. All in Favor. SO VOTED.

Mr. Labossiere then spoke about a phone call he had received from Selectman McMurtrie concerning complaints by one of our tenant's, Eleanor Lopez Rose. Mrs. Rose mentioned her dissatisfaction with the house she is renting and our attitude towards her problems with her heating bills. Mr. Smoler stated that he had spoken to Mrs. Rose that day and had attempted to set up a convenient time to go to her house to check the temperature settings etc. It has been a problem in the past to do inspections at this tenant's home. Also, her language to Mr. Smoler, and other staff members in the past, was very antagonistic. The inspection was finally set up for Wednesday morning. Mr. Smoler will report.

Mr. Smoler then presented a Section 8 damage claim and vacancy claim. Our responsibility for damages is only \$179.00 and vacancy is \$336.44. This is mandatory under the Section 8 regulations.

Mr. Smoler then presented some requests for increases under the 707 program. Mrs. Mayo moved that we allow 6% which is authorized by the State. Mr. Haynes second. All in Favor. SO VOTED.

Mr. Haynes moved to adjourn. Mrs. Jackson second. All in Favor. SO VOTED.

Time 9:15 p.m.


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

JANUARY 9, 1978

Members Present: Raymond Labossiere
Laura Jackson
Jean Mayo
Ward Rainnie
Charles Haynes

Staff Present: Elliott Smoler
Edward Studley
Frank Duffy

The Chairman called the meeting to order at 7:30 p.m. Mr. Haynes moved to accept the minutes of the meeting of December 12, 1977 as printed. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Haynes then moved to pay the bills. Mrs. Mayo second. All in favor. SO VOTED.

The next item discussed was the repairs needed to the roof at White Pine Lane. There are no provisions under 705 modernization funds so the repairs will have to come out of operating reserve.

Next discussed was the addition of a bedroom at Carol Avenue. The Tenant has already started the room. Studding is up and insulation is bought. The tenant's family has enlarged and there is a need for a fourth bedroom. The Tenant's boyfriend is a

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plumber and will be doing the work. She states that there will be no cost to the FHA since she is buying the materials. The Board members feel that the additional room could increase the value of the house, but could also mean more repair bills for us. Mr. Smoler mentioned that he would like a Board member to oversee the work if it is allowed to continue. Mr. Labossiere suggested that we consider the problem in Executive Session.

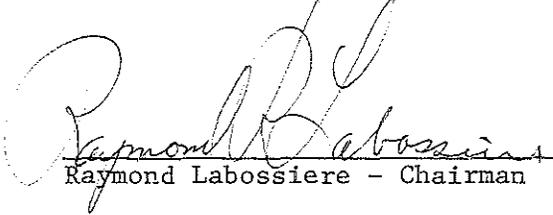
The next item discussed was the renewal of the lease for the office space at Gifford Street. Mr. Smoler mentioned that the lease is up on November 30, 1978 and that we should consider other possibilities now if we do not intend to renew the lease. It was mentioned that the location is ideal, however, there have been problems with leakage, etc. in our present space. There may be a possibility of different space within the development. It was decided that Mr. Smoler should look into all the possibilities open to us.

The next item discussed was the release of landlord information to the press. The Chairman read a letter from Mr. John McGlynn, Superintendent of Public Records for the Commonwealth of Massachusetts stating that DCA allows the release of this information (landlord name and amount of subsidy) and that he agrees. However, the release of names of tenants or addresses or units could constitute a violation of the rights of privacy of tenants. Mrs. Mayo moved to release the landlord name and amount of subsidy payments to the press. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo then moved to adjourn to Executive Session. The Chairman stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. Mr. Haynes - Aye; Mr. Rainnie - Aye; Mrs. Mayo - Aye; Mrs. Jackson - Aye; Mr. Labossiere - Aye.

Time: 7:50 p.m.


Elliott A. Smoler - Executive Director


Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JANUARY 9, 1978

Members Present: Raymond Labossiere, Chairman
Jean Mayo
Laura Jackson
Charles Haynes
Ward Rainnie

Staff Present: Elliott Smoler
Edward Studley
Frank Duffy

Mrs. Mayo moved to accept the minutes of the meeting of December 12, 1977 as printed. Mr. Haynes second. All in favor. SO VOTED.

The first item discussed was the additional bedroom at Carol Avenue. Mr. Labossiere that he has received several complaints from a neighbor concerning the tenant at this address. The complaints were about noise all through the night, the tenant is bragging about her boyfriend living at the house, and that she intends to buy the house from the Authority. Mr. Studley said that he had never heard of these complaints and had never had any problem with this tenant. The Board then spoke about the work being done - it seems that it is just the one room, not the whole cellar. It was mentioned that the boy to live down there will have to go through the cold, unfinished cellar to get to the rest of the house. Mr. Haynes mentioned that he would like to see flame-retardant sheetrock used since the room being built is near the furnace. Mr. Haynes volunteered to supervise the work if it is allowed. Mrs. Mayo moved to allow the tenant to continue with the work with the provision that she allow Mr. Haynes to inspect and supervise the work. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler then gave a report on the inspection at the house of the tenant who had complained of insufficient insulation. Mrs. Rose was not home on the day of the appointment and another set up. Mr. Smoler took the temperature readings. When the thermostat was set a sixty degrees, the house maintained sixty degrees. When the thermostat was set at 70 degrees, the house maintained 70 degrees. Mr. Smoler did notice however, that the windows were very drafty. A letter was written to the landlord to make this repair. The landlord had called the office to say he had been unable to reach the tenant to set a time for him to come. He was advised to write to the tenant stating what day he would be at the house to make the necessary repairs. No work from tenant yet.

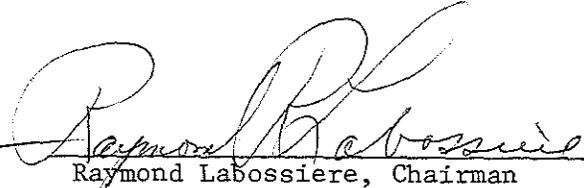
Mr. Smoler then asked if a Board member could sit in on a hearing scheduled for January 19, 1978. There is a domestic problem between tenant and landlord and there might be a communication problem. Mrs. Jackson will come.

Mrs. Jackson then mentioned that she had received a call from an applicant concerning her housing problem. She would like to relocate to Mashpee and needs a letter from us stating she cannot stay with one of our tenants. Elliott to write letter. The applicant, Georginna Martins, also complained that Wilma had been rude and discourteous to her over the phone and did not say good-bye when she hung up. Elliott to discuss the matter with Wilma.

Mrs. Jackson then asked if everything was all right at the house on Brick Kiln Road where the tenant had moved out unexpectedly. Everything is all right, there was no freeze-up.

Meeting adjourned - 8:25 p.m.


Elliott A. Smoler, Executive Director


Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

FEBRUARY 13, 1978

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Ward Rainnie
Jean Mayo (arrived 8:30 p.m.)

Staff Present: Elliott A. Smoler
Frank Duffy, Esq.

The meeting was called to order at 7:45 p.m. Mr. Haynes moved to accept the minutes of the meeting of January 9, 1978 as printed. Mr. Rainnie second. All in favor. SO VOTED.

The first item discussed was the snow plowing during the recent storms at the three elderly projects. It seems only one sweep through was made at Salt Sea and Mayflower. Apparently no plowing was done at the Rose Morin Project. It is not clear why the plowing is not sufficiently done. Mr. Haynes moved that as many Board members as possible go to the next D.P.W. Meeting. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler suggested that an article be put in the next Town Meeting to have Rose Morin Drive accepted as a Town street.

Mr. Rainnie then moved to pay the bills. Mr. Haynes second. All in favor. SO VOTED.

Next on the agenda was a discussion of the repairs needed at our house on White Pine Lane. Mr. Harrington came down on Feb. 6, 1978 and inspected the roof. He informed Mr. Haynes that it definitely needed to be replaced. D.C.A. said that if Mr. Harrington approved, we could take the funds out of Operating Reserve. We should get a letter from Boston authorizing us to proceed. Mr. Harrington suggested we get an architect. Mr. Smoler suggested that if D.C.A. did not require this, we should proceed as is.

Mr. Haynes then discussed the room addition at Carol Avenue. The Tenant will need a Building Permit; also, since the room is going to be a bedroom, it must have a window. We have received no word from the tenant recently and she has not called for any inspections.

Mr. Smoler then reported that we have received word from HUD that there are funds available for 100 units of elderly and handicapped housing - new construction. We would need to apply to have this money set aside. Mr. Smoler then read the resolution:

RESOLUTION AUTHORIZING AND DIRECTING SUBMISSION OF
APPLICATION FOR A LOW-RENT HOUSING PROGRAM

WHEREAS, the United States Housing Act of 1937 provides that there shall be local determination of the need for low-rent housing to meet needs not being adequately met by private enterprise; and

WHEREAS, under the provisions of the United States Housing Act of 1937, the Secretary of Housing and Urban Development is authorized to provide financial assistance to public housing agencies for low-rent housing;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE FALMOUTH HOUSING AUTHORITY AS FOLLOWS:

1. That the Falmouth Housing Authority hereby determines that within its area of operation there is a need for low-rent housing to meet needs not being adequately met by private enterprise.
2. That the Executive Director shall cause to be prepared and the Chairman shall sign and send to the Secretary of Housing and Urban Development an application for financial assistance for:

100 dwelling units of low-rent public housing to be provided by new construction, or by acquisition, or by acquisition and re-habilitation of existing housing and for a preliminary loan in the amount of \$20,000.

3. In connection with the development and operation of any program or activity receiving Federal financial assistance under the United States Housing Act of 1937, regardless of when such program or activity or any portion thereof was or is initially covered by any contract, the Falmouth Housing Authority will comply with all requirements imposed by Title VI of the Civil Rights Act of 1964, Public Law 88-352, 78 Stat. 241; the regulations of the Department of Housing and Urban Development issued thereunder; 24 CFR, Subtitle A, Part 1; and the requirements of said Department thereunder.

Mr. Haynes moved to adopt the resolution as read. Mr. Rainnie second. All in favor. SO VOTED.

The Chairman then stated that the Falmouth Housing Authority would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not re-convene into General Session. Mr. Haynes - YEA, Mr. Rainnie - YEA, Mr. Labossiere - YEA.


Elliott A. Smoler, Executive Director

Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

FEBRUARY 13, 1978

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Ward Rainnie
Jean Mayo

Staff Present: Elliott A. Smoler
Frank Duffy, Esq.

The meeting was called to order at 8:10 p.m. Mr. Haynes moved to accept the minutes of the Executive Session of January 9, 1978 as printed. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler presented some landlord requestes for increases under the 707 program: Mr. Oscar Wolf, Mr. Lincoln Dunbar, Mrs. Jane Cafarella, and Mr.s Pat Kelsey. Mr. Rainnie moved to approve a 6% increase which is the maximum allowed by DCA. Mr. Haynes second. All in favor. SO VOTED.

Next was a request from a landlord, Mr. Frank Crowley, to terminate his lease at 137 Homestead Lane (tenant: Eleanor Lopex Rose). This is an old 707 lease which states that a landlord can terminate on any given thirty (30) day period for good cause with the approval of the Housing Authority. Mr. Crowley's first letter stated he was selling the house because he needed the funds to build his own house. His second letter stated that he needed the house on Homestead Lane because he needed to move into it. Mr. Labossiere stated that this lease should continue until its expiration date because it would be very unfair to disturb this family at this time with the summer rental situation coming up. Mr. Haynes and Mr. Rainnie agreed. Mr. Haynes moved to deny the request to terminate the lease. Mr. Rainnie second. All in Favor. SO VOTED. Mr. Smoler should notify the landlord of our decision and his right to appeal.

Mr. Manuel Lopes is requesting that we release him from the lease and remove the tenant, Rita Leary, from the premises at 39B Walker Street. He has received many complaints from neighbors and police about this tenant: re: foul language, fist fighting, noise, etc. We also have received a written complaint from the down-stairs tenant, Mrs. Cain, who is also on one of our programs. The Board decided to call a grievance hearing so that Mrs. Leary could state her side of the story. All parties to the complaints should be called also.

Mr. Smoler then presented a damage claim received from Mr. James Feeney for the property located at 33 Leonard Drive. This was a Section 23 lease; the tenant was Rita Lopes Antone. Mr. Feeney's insurance company denies his claim. The total bill is \$455.89. Mr. Smoler feels this can be settled for around \$200-\$250. Mr. Haynes moved that Mr. Duffy should try to settle for up to \$250.00. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler then informed the Board of two Section 8 damage claims and requests for vacancy - Pond View Park totalling \$468.75 and Lincoln Dunbar totalling \$496.65

Mr. Duffy reported that Mr. Ligotti is suing the Housing Authority for the damages at Mrs. Schroeder's apartment. He will keep us advised.

Meeting adjourned - 8:35 p.m.


Elliott A. Smoler, Executive Director

Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

MARCH 13, 1978

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Laura Jackson
Ward Rainnie

Also Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

Also Present: Martha Munro

The Meeting was called to order at 7:35 p.m. Mr. Haynes moved to approve the minutes of the meeting of February 13, 1978 as printed. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler and Mr. Studley spoke about the problems we have been having getting the three elderly projects plowed properly by the Town. After the last storm some representatives from the Housing Authority went to the D.P.W. meeting and spoke with the Commissioners about the problem. We were assured that the projects would get a high priority for the rest of this storm season; however, next year we would have to get our own equipment. On the last storm, however, the projects were not plowed out immediately or done well. Mr. Studley called several times for the plows to come back. Mr. Studley mentioned that some of the bills incurred in one of the storms by the Housing Authority can be submitted to the Federal Government for 75% reimbursement. The Chairman read the following motion:

I move that Edward L. Studley, Administrator, be designated official representative of the Falmouth Housing Authority in requesting Federal Grant Assistance for Emergency Snow Removal, and that he be authorized in the name of the Authority to file a project application, including all understandings and assurances contained therein, and to act in connection with the application and to provide such additional information as may be required.

Mr. Rainnie so moved. Mr. Haynes second. All in favor. SO VOTED.

In regards to the plowing situation Mr. Haynes moved that we correspond with the Selectmen about the problem before we contact the newspapers. Mr. Rainnie second. All in favor. SO VOTED.

Next insued a discussion on a full-time maintenance position and the purchase of equipment. A full-time man would have to receive \$8.58 /hr. according to the rate schedule of the Dept. of Labor and Industries. This is about \$17,000/yr. However, we spend about \$18,000 last year for contracts and bids for the work this man can do. A new plow would cost about \$7,900. (four-wheel drive, 3/4 ton pick up). Some of the Board members asked about benefits for the new person, etc. They felt that this could be an expensive venture. D.C.A. feels we need at least two people, but we are only considering one at this point. The Board feels that they would like to see actual cost figures before proceeding any further on this.

Mrs. Laura Jackson then moved to pay the bills. Mr. Rainnie second. All in favor. SO VOTED.

The next item discussed was a joint conference on Resident Services to be held by D.C.A., HUD, NAHRO on April 6 and 7, 1978. Registration is \$35.00 per person plus rooms. Mr. Haynes, Mr. Labossiere, Mr. Studley and Mr. Smoler to attend. Mr. Smoler will check with Mrs. Mayo. Mr. Haynes moved to attend this meeting. (4 people with possibility of Mrs. Mayo). Mr. Jackson second. All in favor. SO VOTED.

The next item discussed was a joint conference in Worcester to be held by DCA, HUD, NAHRO & MHFA on April 8, 1978 with Governor Dukakis as guest speaker. Mr. Haynes moved to attend this meeting (Mr. Rainnie also to attend). Mr. Rainnie second. All in favor. SO VOTED.

Mr. Labossiere suggested that since the conference is on public relations that any member of the staff who wished to attend should be given the opportunity to do so. Mr. Rainnie so moved. Mr. Haynes second. All in favor SO VOTED.

Mr. Smoler mentioned that NAHRO will be holding its annual conference in North Falmouth this year and he discussed the possibility of having a hospitality booth. Mr. Haynes moved to table this discussion. Mr. Rainnie second. All in Favor. SO VOTED.

Mr. Smoler then mentioned that we have been approved for 30 additional units from Section 8. ACC to be \$102,912.00. The papers will have to be in Boston by next Monday. We could possibly start leasing by May. The breakdown is:

1 Bedroom	6 units	(3 singles - 3 elderly)
2 Bedroom	12 Units	
3 Bedroom	10 Units	
4 Bedroom	2 units	

Mr. Smoler mentioned that the conversion from Section 23 to Section 8 must be completed by June 30, 1978. However, the government does not have the funds.

The Chairman then stated that we would now go into executive session for the purpose of hearing tenant/landlord complaints and would not re-convene into General Session. The membership was polled: Mr. Haynes - AYE, Mr. Rainnie - AYES, Mrs. Jackson - AYE, Mr. Labossiere - AYE.

Adjourn to Executive Session - 8:30 p.m.


 Elliott A. Smoler, Executive Director _____ Raymond Labossiere - Chairman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION MARCH 13, 1978

Members Present: Mr. Labossiere, Chairman
Mrs. Jackson
Mr. Haynes
Mr. Rainnie

Staff Present: Mr. Smoler
Mr. Studley
Mr. Duffy

Also Prsent: Martha Munro

The first item discussed was a damage claim received from Mrs. Grande (landlord) for her property located at 371 Palmer Avenue. Tenant was Mrs. Munro; 707 program. The total claim was for \$170.51 for holes in walls (livingroom and bedroom), front and rear storm panels, glass for china cabinet, sheet rock, freezer door. Mrs. Munro stated that the holes were there when she moved in. (Mr. Smoler does remember this). Also, that the front and rear storm doors were on Mrs. Grande's list of things to do when she moved in (Mr. Smoler checked and found this to be true). Mrs. Munro did not know what the problem with the freezer door could be. She does admit that one of her children did break the glass and she did not have time to fix it before moving. Mrs. Munro stated that she could bring in witnesses to verify the condition of the apartment when she moved in. The Board thanked Mrs. Munro for coming in and told her that they would take the matter under advisement. The Board discussed the matter.

Mr. Haynes moved to deny the claim. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler then presented a damage claim from Mrs. Anna Diggins for her property located at 136 Davisville Road. Tenant was Mrs. Kady; 707 program. The total bill is \$412.31, however, insurance will cover \$183.60 bringing the net claim to \$228.71. It appeared that the tenant had vacated leaving a dog in the premises which caused considerable damage. Someone would go over every couple of days and feed the dog. Several neighbors complained and the incident has been reported to MSPCA. Mr. Haynes moved to pay the damage claim in the amount of \$228.71. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler then presented some landlord requests for increases under the 707 Program. Mr. John C. Roderick for 67 Barrows Road, Mr. Clarence Graves for 443 Carriage Shop Road, and Mrs. Ruby Berkeley for 35 Journey's End Drive. Mrs. Jackson moved to approve the 6% allowed by the State. Mr. Rainnie second. All in favor. SO VOTED.

A report of a conference for Mrs. Rita Leary was given to the Board. Mrs. Leary had had several complaints lodged against her by several neighbors and landlord. The panel felt that there was truth on both sides and recommended that Mrs. Leary be allowed to take her 707 funding and look for another rental unit. Neither landlord nor tenant seemed to have any objection to this when asked at the hearing. Mrs. Jackson moved to accept the recommendation of the hearing panel. Mr. Haynes second All in favor. SO VOTED.

Mr. Duffy reported that he has settled the damage claim for 33 Leonard Drive for \$200.00. Landlord: Mr. Feeney, Tenant: Rita Lopes, Program: Section 23.

Mr. Duffy also reported that he had replied to Washington in regards to the Otis Monday damage claim for 28 Sao Paulo Drive. We had denied this claim because it had never been substantiated.

Mr. Duffy then gave a progress report on the suit filed by Mr. Ligotti for damages caused by Mrs. Schroeder. Mr. Duffy has sent out interrogatories. He expects the trial to be in April or May.

Mr. Rainnie then moved to accept the minutes of the Executive Session of February 13, 1978 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Jackson moved to adjourn the meeting. Mr. Rainnie second. All in favor. SO VOTED.

TIME: 9:12 p.m.


Elliott A. Smoler, Executive Director

Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

SPECIAL MEETING

MARCH 24, 1978

Members present: Raymond Labossiere, Chairman
Charles Haynes
Laura Jackson

Staff Present: Mr. Smoler
Mr. Studley
Mr. Duffy

The meeting was called to order at 1:20 p.m. The first item discussed was a resolution authorizing execution of amendatory annual contributions contract. The resolution was read as follows:

WHEREAS, the Falmouth 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 15, 1977 (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.

Mrs. Jackson moved to accept the resolution as read. Mr. Haynes second. All in favor. SO VOTED. The Chairman stated that since there was a quorum present, motion carried.

The next item discussed was the putting out of bids to purchase a four-wheel drive vehicle & snow plow combination to do the work of the snow plowing and whatever else is needed for the Falmouth Housing Authority. It was discussed that the approximate cost is in the area of \$8,000. and the members decided on a maximum of \$10,000. Mr. Haynes moved. Mrs. Jackson second. All in favor. SO VOTED.

There being no further business before the Board, Mrs. Jackson moved to adjourn. Mr. Haynes second. All in favor. SO VOTED.

TIME: 1:26 p.m.


Elliott A. Smoler, Executive Director

Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

APRIL 10, 1978

Members Present: Raymond Labossiere, Chairman
Charles Haynes
Ward Rainnie
Jean Mayo - Arrived while meeting in progress - 8:20 p.m.

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy

Also Present: Dorothy Andrade
Sheryll Collins
Anthony Glista

The Chairman called the meeting to order at 8:02 p.m. Mr. Rainnie moved to approve the minutes of the meeting of March 13, 1978 as printed. Mr. Haynes second. All in favor. SO VOTED.

Mr. Haynes moved to approve the minutes of the Special Meeting of March 24, 1978 as printed. Mr. Rainnie second. All in favor. SO VOTED.

A report was given on the Housing Conferences (one held in Chicopee, one in Worcester) by several members of the board and staff. The focus of the conferences was on providing resident services. It was mentioned that the Town agencies provided many services especially for the elderly. The programs discussed in Chicopee, however, seemed to be geared to the larger Authorities and communities (50,000) people.) It was discussed that the program thru the Farmers Home Loan Association is active again. The Authority could sign as a Board, not individuals. The Governor spoke at the Conference in Worcester and said that Massachusetts is first on the list for Federal monies. Also, there is substantial monies available in Section 8 for re-habilitation. Also, Community Block Grant Funds are available for a combination of services - housing and re-hab. The Federal and State agencies would like to see the Housing Authorities become more involved in all phases of housing within the towns and cities: Sub-divisions, zoning, planning, etc. It was mentioned that there would be public hearings on Thursday, April 13, 1978, in Town Hall in regards to Block Grant funds. The Board feels that as many members as possible should attend these hearings so that our in-put as the Re-Development Authority can be considered. There is some questions in regards to our duties and obligations and responsibilities.

Mr. Haynes then moved to table a discussion on the maintenance position until such time as we get more Authority-owned units. Mrs. Mayo second. All in favor. SO VOTED.

The next item on the agenda was a discussion on the renewal of the office lease. Mr. Smoler stated that the office on the third floor was available in addition to our current space on the lower level. The new three-year lease includes a 4% increase per year - total \$490.00 per month plus taxes, maintenance, increases. The maintenance fee at present runs about \$150.00 per quarter. The third floor office would add an additional 750 sq. ft. at a cost of \$275.00 per month. Total rental amount for present space and new office space would be \$665.00. The Board members inspected the new offices. Mrs. Mayo moved that we rent the 750 sq. ft. on the third floor in addition to our present office space for \$665.00 per month. Mr. Rainnie second. All in favor. SO VOTED.

There was a question of whether any new furniture of fixtures would be needed. Mr. Smoler mentioned that there was money in our new Section 8 funding. Somethings would be needed, such as a typewriter, etc. but would be brought before the Board before purchasing.

The next item on the agenda was the opening of the Truck/Plow Bids: Time - 8:40 p.m.

- Falmouth Ford - \$7,697.00
- Clauson's Chevrolet & Oldsmobile - \$7,320.31
- Falmouth Dodge - \$6,776.00

There followed a discussion as to whether all the specification had been met. The list was checked and all three bidders were found to be not in compliance with the specifications. Mr. Haynes moved to reject all bids and start the bid process over. Mr. Rainnie second. All in favor. SO VOTED.

The next item on the agenda was the acceptance of bids for exterior painting of Salt Sea Lane:

- Joseph J. Costa, Jr. - \$2,998.00
- James Conley - \$1,320.00
- DeMello Painting - \$2,534.00

Mrs. Mayo moved that the low bidder, Mr. James Conley (\$1,320.00), be awarded the contract. Mr. Haynes second. All in favor. SO VOTED.

Mr. Smoler then discussed the adjustments to the salary schedule. The budgets are due the end of April and a 6% cost of living increase in being requested. Mrs. Mayo moved to table a discussion on this subject until the re-organization meeting next month. Mr. Haynes second. All in favor. SO VOTED.

Mr. Labossiere mentioned that a statement had been made several months ago that the State Appointee to the Board could not hold the Chairmanship. Mr. Labossiere wanted it understood that this was not the case at all. Mrs. Mayo said that it was mentioned that a precedent had been set, but this does not preclude the State Appointee from being Chairman.

Mr. Labossiere then stated that the Board would now go into executive session for the purpose of hearing tenant/landlord complaints and would not re-convene into General Session. The membership was polled: Mr. Haynes, AYE, Mr. Rainnie, AYE, Mrs. Mayo, AYE, Mr. Labossiere, AYE.


Elliott A. Smoler, Executive Director

Raymond Labossiere, Chairman

Members Present: Raymond Labossiere, Chairman
 Charles Haynes
 Ward Rainnie
 Jean Mayo

Staff Present: Elliott A. Smoler
 Edward L. Studley
 Frank Duffy

Also Present: Dorothy Andrade
 Sheryll Collins

Ms. Collins would like to be considered for emergency housing. She has an eight-month daughter and no place to stay. Today was the last day she could stay at her girl friend's house and she cannot go home. Her girl friend's house is very overcrowded and her parents are old and can't get used to an infant in the house. Ms. Collins stated that she has three applications with the Authority and has been on the waiting list for a year or more and was told she may have to wait another two or three years. Mr. Smoler looked up the applications and found they were inactive since Ms. Collins had not returned the questionnaire sent in March. (It had been returned as undeliverable). Ms. Collins stated that she was in the office a little more than a month ago and was not told about this. It was explained that she probably came in before the questionnaire was sent out.

Ms. Collins was advised to come into the office the next day to file new applications. Ms. Collins mentioned that she cannot get emergency housing thru Welfare because of a mix-up with her checks when she was on Welfare before. It was mentioned that without an income she was not eligible for housing. She was again advised to come into the office and fill out new applications and note that she has AFDC pending.

Mrs. Andrade then spoke about a problem she is having with a neighbor who is in housing under the 705 program. Mrs. Andrade lived at 460 Brick Kiln Road and her complaint is against Mrs. VanZandt at 466 Brick Kiln Road. Mrs. VanZandt owns numerous cats which are causing destruction to Mrs. Andrade's property. Her flower bed has been ruined and several plants and bushes are being destroyed. Also, the cats use her property as their litter box and it is extremely difficult to maneuver around their deposits. Mrs. Andrade was asked how many cats are involved. Mrs. Andrade said they were too numerous to count. She has been complaining to the Board of Health for a year. Nothing has been done because there is no regulation against cats. Mr. Costa of the Health Department advised Mrs. Andrade to file a civil suit against the tenant. The Board asked if there were any provisions in our lease in relation to this matter. Mr. Smoler and Mr. Studley said no. Mrs. Mayo moved that we write to this tenant very strongly about this matter. Mr. Haynes second. All in favor. SO VOTED.

Mr. Haynes moved to make a change on the Executive Session minutes of March 13, 1978. Last Page, fourth paragraph, second line - interlocutories should be interrogatories. Mrs. Mayo second. All in favor. SO VOTED.

Mrs. Mayo then moved to accept the minutes of the Executive Session of March 13, 1978 as corrected. Mr. Haynes second. All in favor. SO VOTED.

Mrs. Mayo then moved to pay the bills. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler then presented some 707 rent increases:

Tilia Fantasia	12 Fisher Road
E. James Ciccone	16 Joyce Street
R. L. Kinchla	24 Cross Road

Mr. Haynes moved to approve a 6% increase for these properties which is the maximum allowed by D.C.A. Mrs. Mayo second. All in favor. SO VOTED.

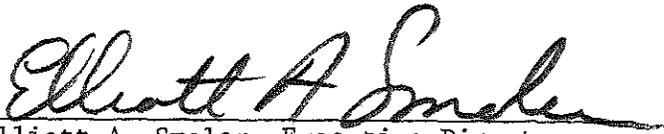
Mr. Duffy then stated that he had settled a claim with Mrs. Anna Diggins for \$200.00 (707 Program - 136 Davisville Road - Tenant: Cynthia Kady).

Mr. Ligotti has not answered the interrogatories stated Mr. Duffy.

Mr. Studley then discussed that lawn care and snow plow bids that were sent out. This year all three projects were included. Mr. Buquey who has been doing the lawn care work at Mayflower for 15 years was very upset about this. It was mentioned that we might be able to get a better price by going out to bid. Mr. Buquey received \$60.00 per week for this work at the present time. Mrs. Mayo moved that the bids should be on all three projects separately and/or a price for all three for lawn care and snow removal. Mr. Haynes second. All in favor. SO VOTED.

Mr. Haynes moved to adjourn. All in favor.

Mr. Haynes moved a vote of thanks to Mr. Labossiere for his many years of dedicated services. Mrs. Mayo second. All in favor. SO VOTED.



Elliott A. Smoler, Executive Director

Raymond Labossiere, Chairman

FALMOUTH HOUSING AUTHORITY

SPECIAL MEETING

APRIL 28, 1978

Members Present: Laura Jackson, Vice Chairman
Charles Haynes
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley

The Vice Chairman called the meeting to order at 10:20 a.m. Mr. Studley and Mr. Smoler presented the budgets for 667, 705, 707, and Section 23 which must be sent in 60 days prior to the start of the fiscal year. The figures are based on actual costs for the last year through March of this year with an expected increase in the cost of utilities, such as, oil, water, gas, electric, etc. Also, a 5½% cost of living increase included in salary schedule. The figures have been prorated over the different programs based on a time study done on the three clerical workers and also a per unit basis.

Mr. Studley stated that he has requested \$12,000 for exterior painting at Mayflower and Rose Morin. It was mentioned that Mayflower hasn't been done in over four years; and Rose Morin has not been done since initial occupancy (1971). Mr. Haynes mentioned that the wall at Mayflower needs repair. Mr. Studley mentioned that we could ask for emergency funds.

Mr. Glista moved to accept the 5½% salary increase. Mr. Haynes second. All in favor. SO VOTED.

The maintenance position rate is set by the Labor and Industry Commission.

There is an increase on the 705 program to offset expected tax increases.

The rent for the new office space is allocated in the new Section 8 Budget.

The Section 23 budget is based on 25 units. The conversion to Section 8 is scheduled to be done by June 30, 1979.

Word was received that our Public Housing Application for 100 elderly and handicapped units is financially feasible and they have requested a tenant selection plan. There will be three priorities: Natural Disaster, Public Action, and Standard.

Mr. Haynes moved to accept the budgets as presented. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then spoke about the new office equipment and furniture that will be needed. He would like to order an IBM Selectric Typewriter, a filing cabinet, two couches, 4 chairs, some tables, lamps, paintings, curtains, etc. Mr. Smoler mentioned that he got a good deal on rugs; \$4.95 yd. plus \$1.00 yd. installation.

Mr. Rainnie moved to spend up to \$3,000 for the new equipment and furniture. Mr. Haynes second. All in favor. SO VOTED.

Mr. Smoler then mentioned that NAHRO conference on May 21-24, 1978 to be held at the Sea Crest. Registration is \$75.00 per person. Mr. Haynes thought we might be able to register for two or three and divide the time between the different board members. The hospitality room will not cost anything. Mr. Smoler arranged a price for the meals since there is no reason for anyone to stay at the hotel. \$21.25 per day for Monday and Tuesday - \$14.00 for Sunday night. He mentioned that Gov. Dukakis and Senator Brooke are scheduled to speak.

Fresh Pond Travel is handling the reservations. We have time to decide by the next meeting.

Mr. Haynes moved to adjourn. Mr. Glista second. All in favor. SO VOTED.

TIME: 10:55 a. m.


Elliott A. Smoler, Executive Director

Laura P. Jackson, Vice Chairman

Falmouth Housing Authority

Gifford Street

May 8, 1978

Members Present: Laura Jackson, Vice Chairman
Jean Mayo
Charles Haynes
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank K. Duffy, Esq.

Also present: Mr. & Mrs. Roger Parent

The meeting was called to order at 7:50 p.m. Mrs. Mayo moved to open nominations for chairman. Mrs. Haynes second. All in favor.

Mr. Rainnie nominated Charles Haynes for chairman. Mrs. Glista second. All in favor. Mrs. Jackson declared nominations closed, there being no further nominations.

Mr. Haynes nominated Mrs. Jackson for vice-chairman. Mrs. Mayo second. All in favor. Nominations were declared closed.

Mr. Haynes nominated Mr. Rainnie for treasurer. Mrs. Mayo second. All in favor. Nominations were declared closed.

Mr. Haynes nominated Mrs. Mayo for Assistant Treasurer. Mr. Glista second. All in favor. Nominations were declared closed.

Mr. Rainnie nominated Mr. Glista for Assistant Secretary. Mr. Haynes second. All in favor. Nominations were closed.

Mr. Haynes moved to cast one vote for the slate of officers. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Rainnie moved to approve the minutes of the Special meeting of April 28, 1978 as printed. Mrs. Jackson second. All in favor. SO VOTED.

The next item discussed was the acceptance of the bids for Rubbish and Garbage Collection for the period July 1, 1978 to June 30, 1979:

James L. Conley	\$93.50/mo.
Dick's Refuse Service	\$112.00/mo.
DEK, Inc.	\$120.00/mo.

Mrs. Mayo moved to accept low bid of Mr. James L. Conley - \$93.50/mo. Mr. Rainnie second. All in favor. SO VOTED.

The next item discussed was the Lawn & Grounds Care - Snow Removal for the period July 1, 1978 to June 30, 1979:

	<u>BAYBERRY</u>	<u>SALT SEA</u>	<u>MAYFLOWER</u>
<u>James L. Conley</u>			
Mowing & Trimming	\$165.00	\$83.00	\$42.00
Labor-hourly rate	5.90	5.90	5.90
Snow Removal:			
Equipment & operator (hr.)	10.25	10.25	10.25
(Blower or tractor plow)			
Labor-hourly rate	6.00	6.00	6.00

BAYBERRYSALT SEAMAYFLOWERFranks Green House & Nursery

Mowing & Trimming	\$180.00	\$190.00	\$180.00
Labor rate-hourly	7.00/man	7.00/man	7.00/man
Snow Removal (hourly)	7.00/man	7.00/man	7.00/man
Snow blower w/operator	9.00/hr.	9.00/hr.	9.00/hr.

Walter Buquey

Mowing, trimming etc.		(March-Nov.)	\$60.00/wk.
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Grafton L. Briggs

NO BID

Francisco Tavares, Inc.

Mowing & Trimming	\$3,960.00	\$3,960.00	\$3,595.00
Labor rate (hourly)	8.00/man	8.00/man	8.00/man
Snow removal (hourly)	8.00/man	8.00/man	8.00/man
Snow Blower	6.00/hr.	6.00/hr.	6.00/hr.
Truck	10.00/hr.	10.00/hr.	10.00/hr.

Mr. Glista moved that we accept the low bid of James L. Conley for the Bayberry Project. Mrs. Mayo second. All in favor. SO VOTED.

Mrs. Jackson moved that we accept the low bid of James L. Conley for the Salt Sea Lane Project. Mrs. Rainnie second. All in favor. SO VOTED.

A petition was introduced at this point from the residents of Mayflower on behalf of Mr. Buquey who has done the lawn work at Mayflower for a number of years. This point was discussed at length. Mr. Duffy advised the Board that Mr. Buquey's bid does not meet specifications because he did not bid on the snow removal. Mrs. Jackson moved that we accept the low bid of Mrs. James Conley for the Mayflower Project. Mr. Haynes second. Mr. Rainnie and Mrs. Mayo voted NO. Mr. Glista and Mrs. Jackson voted YES. Mr. Haynes voted YES. Motion carried.

Next on the agenda was the acceptance of the fuel oil bids for the period July 1, 1978 to June 30, 1979:

Wynne Fuel Oil Company	Boston tank car price	.3750
	Trans. Boston to Sandwich	.0060
	Trans. Sandwich to Falmouth	<u>.0067</u>
	PRICE	.3877
	MARKUP	.0713
	ACTUAL BID PRICE	.4650
Blue Flame Oil Service	Current tank price	.3877
	Mark up	.04
	Current price to FHA	.4277
	(tank car price subject to change)	
Ideal Fuel Company	Current tank car price	.3745
	Margin price	.0615
	Current price to FHA	.4360
	(tank car price subject to change)	
Falmouth Coal Company, Inc.	Today's price	.495
	Less discount	.02
	NET price today	.475
	(posted price daily subject to change)	
Sorenti Bros., Inc.	Tank wagon price	.3745
	Mark up	.0375
	Current price to FHA	.4120
	(Tank car price subject to change)	
Wright-Jennings Oil Co.	Posted Tank price	.3918
	Mark up	.0522
	Current price to FHA	.4440
	(posted price subject to change)	

Fred O. Earle, Jr.	Current tank price	.376
	Mark up	.02
	Current price to FHA	.396
	(Tank price subject to change)	

Mr. Glista moved to accept the low bid of Fred O. Earle, Jr. Mrs. Jackson second. All in favor. SO VOTED.

The next item discussed was the bids for the roofing job at White Pine Lane:

Robert E. Caron \$1,512.00

It was discussed that Mr. Caron's bid did not meet specifications because he did not specify an hourly rate for any additional work. It was discussed that we can accept the bid with a clarification on this point and set a pre-determined hourly rate. Mr. Rainnie so moved. Mrs. Mayo second. All in favor. SO VOTED.

The next item discussed was the opening of the bids for accounting services for the period July 1, 1978 to June 30, 1979.

Gerard P. Maher

667	\$60.00
705	20.00
707	50.00
Section 8	50.00
Section 23	30.00
	<hr/>
TOTAL PER MONTH	\$210.00

Herbert H. King

667	\$90.00
705	33.33
707	50.00
Section 23	33.34
Section 8	83.33
	<hr/>
TOTAL PER MONTH	\$290.00

Edward S. Schwartz

667	\$70.00
705	10.00
707	30.00
Section 23	40.00
Section 8	50.00
	<hr/>
TOTAL PER MONTH	\$200.00

Roger H. Parent

667	\$70.00
705	40.00
707	40.00
Section 23	30.00
Section 8	120.00
	<hr/>
TOTAL PER MONTH	\$300.00

Mr. Glista moved that we accept the low bid of Edward S. Schwartz - \$200.00 per month. Mrs. Jackson second. Mrs. Jackson, Mr. Rainnie, Mrs. Glista - YES. Mrs. Mayo - NO. Motion Carried

The next item on the Agenda was the opening of the truck/plow bids:

Clauson Chevrolet-Oldsmobile, Inc.	\$7,320.31
Falmouth Dodge, Inc.	6,819.00
Falmouth Ford	7,697.00

Mrs. Mayo stated that she does not intend to vote on this subject since she was not at the original meeting and does not approve of the FHA buying a truck/plow. There was much discussion on this subject. Mrs. Mayo asked Mr. Duffy if we could rescind the motion to purchase the truck. Mr. Duffey stated that another motion to rescind the previous motion made at the March 24, 1978 meeting would be needed. More discussion followed. Mrs. Mayo moved to table the subject of the truck until some cost figures - insurance, etc. - could be compiled. Mr. Rainnie second. All in favor. SO VOTED.

Further, Mrs. Jean Mayo moved a committee be appointed to investigate the cost figures. Mr. Rainnie second. All in favor. SO VOTED. Mr. Haynes appointed Mr. Rainnie and Mr. Glista to the committee.

Mr. Studley then discussed the renewal of the maintenance and service contract with Atlas Alarm for the Salt Sea and Bayberry projects. Mr. Studley would like to renew with this firm because they provide excellent service. Mr. Studley mentioned that there is a renewal clause in our contract at the same yearly price unless notified of a price increase. Mrs. Mayo moved that we renew the contract at the same price as provided in Paragraph 4 of the contract. Mrs. Jackson second. All in favor. SO VOTED.

The next item discussed was the sewage problem at Rose Morin. One of the tanks has pitched and settled and is backing up. The cost would be \$350 to \$500 to repair. It was discussed that there is no money in the budget to do this work. Mrs. Mayo moved that we approve \$350 to \$500 to have Bennett Plumbing fix the sewage problem at Rose Morin Drive. Mr. Rainnie second. All in favor. SO VOTED.

Mrs. Jackson then moved to pay the bills. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Rainnie moved to approve the minutes of the April 10, 1978 meeting as printed. Mrs. Jackson second. All in favor. SO VOTED.

The next item discussed was the Mass. HAHRO conference to be held at the Sea Crest on May 21 thru May 24, 1978. Registration is \$75.00 per person. At the last meeting it was discussed that we might interchange the registrations. Mr. Smoler looked into this possibility. We cannot. Mrs. Mayo moved that the FHA pay for 2 registrations. Mr. Glista second. All in favor. SO VOTED.

Next discussed was the hospitality suite for the conference. Mass. NAHRO is providing a room for the hours of one to six. Mrs. Mayo moved to provide a \$200 limit for the hospitality suite. Mr. Rainnie second. All in favor. SO VOTED.

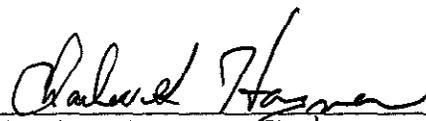
It was then discussed that meals would be \$23.25 per day. Mrs. Mayo moved to add \$100 to the original registration fee for meals. Mr. Rainnie second. All in favor. SO VOTED.

The next item discussed was the Quarterly meeting of the Black Stone Valley Assoc. The meeting is to be held in Avon, Mass. on June 1, 1978. Mr. Johnson from DCA is to be the speaker. Prices are: Roast Beef - \$9.75, Shrimp - \$8.50, Chicken - \$6.75. Mrs. Mayo moved to spend \$20.00 for Mr. Smoler to attend this meeting. Mrs. Jackson second. All in favor. SO VOTED.

The Chairman then stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene in General Session. The membership was polled: Mrs. Jackson - AYE, Mr. Rainnie - AYE, Mrs. Mayo - AYE, Mr. Glista - AYE, Mr. Haynes - AYE

Time: 9:10 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes - Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

May 8, 1978

Members Present: Charles Haynes, Chairman
Laura Jackson
Jean Mayo
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffey, Esq.

The first item discussed was a damage claim for 31 Jones Road. Tenant: Anna Lopes, Program: 707. The agent for the owner (Mel Pennington) has submitted a claim in the amount of \$2,078.18. Mr. Smoler would like to discuss this claim with Mr. Haynes, the tenant, and any other Board Member who can attend. Mr. Smoler would like a statement from the owner, Foster Striffler, saying that Mr. Pennington is the agent. Mr. Smoler feels that Mr. Pennington is the new owner of the property and that it was sold as is. Mrs. Jackson expressed concern over this claim because she knows the tenant and the property. A meeting will be scheduled.

Mr. Smoler then presented some requests for increases on the 707 Program:

Robert "Bubba" Pena	77 John Parker Road	Edward Pimental (tenant)
James Feeney	15 Montauk Street	Joseph Doyle (tenant)
Gerald Ridge	35 Morris Street	Theresa Jenks (Tenant)

Mrs. Mayo moved to approve a 6% increase which is the maximum allowed by DCA. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler then requested that a day be set aside to hold some informal grievance hearings. We have a tenant on the 707 program that is uncooperative, and two (2) tenants on the Section 8 program with other people residing in the residence. May 25, 1978 was set up as the day to hold these hearings. It was also decided to have Mrs. Lopes come in on this day to discuss the damage claim. Mrs. Jackson, Mrs. Mayo and Mr. Haynes will attend.

Mr. Smoler then presented a letter from Hayden Fitts, Attorney for the Charles Lemmons, requesting:

1. Find that the Lemmons are within their rights abating rent for the months of December, and until such time as the repair is completed.
2. Order the Authority to repair the well/pump, so that the Lemmons have water as required.
3. Locate the Lemmon family temporarily if the repair can not be completed without serious interference with their use and enjoyment of the premises.
4. Charge the repair to Mr. Albert Gonsalves.
5. Allow the Lemmons to deduct their payments of \$141.10 (for the December repairs) plus one days pay for Mr. Lemmon from the rent when it comes due again.
6. Advise the landlord not to institute eviction proceedings.
7. Order the Authority not to terminate the Lemmon's tenancy and subsidy unless it does so in compliance with the requirements set out in DCA's Lease and Grievance Regulations.
8. Order Mr. Elliott Smoler, Executive Director, Falmouth Housing Authority, to conduct an Article II Compliance Inspection, as he holds an appointment from the Town to do so for properties under lease by the Authority.

The Board discussed the problem. Mrs. Jackson does not feel that we should drop the Lemmon's from the subsidy program, because the landlord is not going to make any repairs to the property. Mr. Smoler feels that the tenants should probably be allowed to relocate as soon as possible. The Board agreed and decided to notify the tenants of our decision.

Mr. Duffy told the Board that there are two cases pending. The Ligotti damage claim (707) and the Grande claim (707).

Mr. Studley mentioned that there was a fire in the basement at one of the 705 houses, Mrs. Terry's house on Montauk Street. There wasn't much damage, but the telephone wires had to be replaced. We sent an electrician out to check out the wiring. An insurance adjustor will be coming down to see the property. The fire is still under investigation.

There being no further business, Mr. Glista moved to adjourn. Mrs. Mayo second. All in favor. SO VOTED.

Time: 9:55 p.m.


 Elliott A. Smoler - Executive Director


 Charles Haynes - Chairman

Members Present: Charles Haynes, Chairman
Jean Mayo
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Also Present: Mary Pina
Julia Miranda
Lou Cerrone, Legal Services
Catherine Beaton

The meeting was called to order at 7:35 p.m. Mrs. Mayo stated that a correction to the minutes of May 8, 1978 should be made: i.e. in regards to the discussion of the snow/plow truck Mrs. Mayo moved that a committee be appointed to look into the total cost factor of the truck. Mr. Haynes appointed Mr. Rainnie and Mr. Glista to look into this matter and also look into the cost factor of hiring contractors to do this work.

Mrs. Mayo moved to accept the minutes of the meeting of May 8, 1978 as corrected. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler reported that we had received the executed ACC for the 30 additional Section 8 units and that it would be sixty to ninety days before we receive the funding.

Mr. Smoler also reported that we had not received official notification yet, but that it had been reported on the radio that Barnstable had received the approval for the 100 Elderly units through HUD. Mr. Smoler felt that this was probably due to the fact that Barnstable is centrally located on the Cape. More funding for this program would be available again in October. Also, Mr. Haynes suggested we look into other avenues of funding such as the Farmers Home Administration.

Mr. Glista made a report of the Truck Committee: He had investigated cost figures for insurance: Lawrence & Motta - \$581.; Paul Peters Agency - \$454. Mr. Smoler and Mr. Haynes checked with Paul Peters Agency and were given a figure of \$255 (this would be the same coverage as the Town). Mr. Haynes reported that he had done some checking on the cost of snow plowing for a comparable area: Admiralty Motor Inn - \$4,000 last year; Bradlees - \$20/hr per truck; Falmouth Mall - \$15.00/hr per truck. Mrs. Mayo suggested that we table the discussion until the next meeting so that we could get a full report from the Truck Committee.

The next item on the agenda was the legal contract for 1978-1979. The staff recommends that we accept the proposal of Farrell & Duffy and continue on the same terms as 1977-1978. Mrs. Mayo moved that the FHA continue the contract for 1978-1979 with Farrell & Duffy on the same terms as before. Mr. Glista second. All in favor. SO VOTED.

A letter from the Board of Appeals was read in regards to a petition by Mr. Paul Power of Westwood, Mass. to erect a dwelling unit on Lot #41 Mattapan Street. As abutters, we would be notified automatically. Mrs. Mayo moved to notify the Appeals Board and Mr. Power that we have no objection to this. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler reported that there is a conference scheduled in Sturbridge on June 22 and 23, 1978 in regards to Neighborhood Organization, etc. This is a HUD sponsored conference and there is no registration fee, just room fees. Mr. Smoler and Mr. Haynes plan to attend. Mrs. Mayo moved to allow \$85.00 for Mr. Smoler and Mr. Haynes to attend. Mr. Glista second. All in favor. SO VOTED.

Also, a luncheon will be held June 26, 1978 in Swansea, Mass. for the Southeastern New England Association of Housing Officials. Mr. Bud Johnson of DCA will be the guest speaker. Mr. Smoler plans to attend, and Mr. Haynes will try to go. Mrs. Mayo moved to allow \$20.00 for this. Mr. Glista second. All in favor. SO VOTED.

Mr. Glista questioned why the Authority does not advertise in the paper when we have bids or proposals, such as oil, lawn mowing, etc. Mr. Studley explained that anything under \$2,000 is not required to be advertised. Mr. Glista thought we could reach more people by advertising and possibly get better prices. The discussion was tabled until the next meeting.

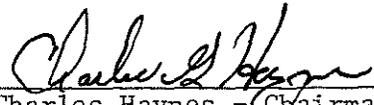
Mr. Haynes spoke about setting up the Grievance Panel. He wishes to appoint himself, Mrs. Jackson and Mrs. Mayo., Fr. Rosa of St. Anthony's Parish has volunteered to be the third party. Notification will be sent to the Tenants Union so that they can appoint their numbers.

Mr. Glista asked about the progress to the roof at White Pine Lane. It was reported that the work has been completed.

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Mr. Haynes then states that the Board would now go into Executive Session for the purpose of hearing Tenant/Landlord Complaints and would not reconvene in General Session. The membership was polled: Mrs. Mayo-Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Time 7:55 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes - Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JUNE 12, 1978

Members Present: Mr. Haynes, Chairman
Mrs. Mayo
Mr. Glista

Staff Present: Mr. Smoler
Mr. Studley
Mr. Duffy

Also Present: Mrs Catherine Beaton
Mary Pina
Julia Miranda
Lou Cerrone, Legal Services

Mrs. Beaton spoke to the Authority about her housing problem at United Church Homes in Falmouth. It seems they are charging her the middle income rent instead of the low income rent and she wondered about our projects. It was explained that all our tenants are charged at 25% of net income. Mrs. Beaton asked if she was within the income requirements for our programs. According to her monthly income and assets, it appears she is within the limits. Mrs. Beaton's last question was whether or not someone with a lower income who applied after her would be considered for housing before her. It was explained that as long as someone met the limits they were placed on the waiting list and housed by date of application. Mrs. Beaton thanked the Board for their time and information.

Next, Mr. Cerrone of Legal Services explained that he was representing Mrs. Pina in regards to her applications and housing situation. Mrs. Pina did not respond to our letter of March, 1978 because she had spoken over the phone to us a few weeks before and several times since she reapplied last year. She thought we would know that she was still interested in housing. Mr. Cerrone read a copy of the March, 1978 letter and stated that it was very clear that Mrs. Pina should have responded to it. Mrs. Pina then explained that she was living in a two-bedroom home with three children and herself and that it was very over-crowded. Also, there is a problem with rats and mice. Mrs. Pina further explained that last year due to high rent and utilities that she almost had to break up her family in order to make ends meet. This year she would like to attend school so that she can get a job and support herself and her children. However, she doesn't feel she can do this if she doesn't get help with the rent. She realizes that she should have answered the letter, but would appreciate the Board considering putting her back on the waiting list. The Board members thanked Mrs. Pina for coming in and explained that they would discuss the matter and notify her by mail of their decision.

After much discussion, the Board decided to advise Mrs. Pina to reapply immediately for housing due to her change in family size and housing conditions.

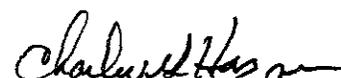
Mrs. Mayo moved payment of bills. Mr. Glista second. All in favor. SO VOTED.

Mrs. Mayo moved to approve the Minutes of the Executive Session of April 10, 1978 and May 8, 1978 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler presented a rent increase from Mr. John Cassidy for the property located at 103 Lakeshore Drive. This unit is on the 707 Program. Mrs. Mayo moved to approve the 6% increase which is the maximum allowed by DCA. Mr. Glista second. All in favor. SO VOTED.

Meeting adjourned at 8:35 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Jean Mayo
Anthony Glista

Staff Present: Elliott A. Smoler
Frank Duffy, Esq.

Also Present: Mr. & Mrs. Peter Anshewitz
Marcia Carlisle

The meeting was called to Order at 7:45 p.m. Mrs. Mayo moved to accept the Minutes of the meeting of June 12, 1978 as printed. Mr. Glista second. All in favor. SO VOTED.

Mrs. Mayo moved to hold the payment of the bills to Executive Session. Mr. Glista second. All in favor. SO VOTED.

The first item discussed was the maintenance position. Figures were presented to show the costs for maintenance for the elderly projects and the 705 houses. Approximate cost for fiscal 1978 was \$23,000, however this includes the cost of cesspool work, etc. that would still have to be contracted for. Mr. Haynes felt that we should get someone in now in order to learn the operation. Mr. Glista felt that the figures proved the need for a full time maintenance man. Mrs. Mayo does not feel that we need a full time man until we have a new project. Mrs. Mayo suggested that copies of the breakdown of the figures be provided to the Board members so that next month a decision can be made. Mrs. Glista second. All in favor. SO VOTED.

The next item discussed was the snow plow/truck. Mrs. Mayo stated that she is opposed to purchasing a truck. Mr. Glista reported that it would cost about \$17 - \$18/hr. to rent a truck plus \$3.00 - \$3.50/hr. for the second man on the truck. The questions arose as to how often to plow, and also would we receive priority treatment from the contractor. Mrs. Mayo suggested that the Board Members attend the next DPW meeting. Discussion tabled until next meeting when full board could be present.

Next on the agenda was a discussion on advertising. Mr. Smoler reported that the State has guideline and definite procedures in this matter. If the contract is under \$2,000, we must solicit three proposals. If the contract is over \$2,000, we must solicit five proposals or advertise.

The next item discussed was the cleaning service for the offices. Mr. Smoler has three or four proposals from different individuals which he feels are too high. Mrs. Mayo suggested that we get proposals for a thorough cleaning job and then advertise for a cleaning woman at an hourly wage of \$3.00/hr.

The next item discussed was the National NAHRO Conference to be held in Seattle, Washington on October 8 thru 10, 1978. Mrs. Smoler would like to attend this conference. Mrs. Mayo moved to allow \$900.00 for Mr. Smoler to attend this conference. Mr. Glista second. All in favor. SO VOTED.

The next item discussed was the bids received for the Bi-Annual Federal Audit for the Section 23 and Section 8 Programs. Ten proposals were sent out - four bids were received.

Feeley & Driscoll, Boston	\$952.00
Johnson, Frazier & Wright, Atlanta, Ga.	995.00
Creelman & Smith, Boston	3,400.00
Robert J. Tauriainen, Livonia, Michigan.	1,120.00

Mrs. Mayo moved to award the contract to the low bidder, Feeley & Driscoll, for \$952.00. Mr. Glista second. All in favor. SO VOTED.

The next item discussed was the painting bids received for exterior painting at Mayflower. Proposals were sent out to five local firms who had shown interest in the past:

Joseph J. Costa	NO BID
Willard A. Hall	NO BID
Hank's Papering & Painting	NO BID
DeMello Painting	NO BID
James Conley	\$1,225.00

Mr. Glista stated that he would like to see this work go out to advertising. Mrs. Mayo agreed. Mr. Duffy pointed out that Mr. Conley's bid was now a matter of public record and anyone can find out what his bid is and come in lower. This may present problems later. Mr. Glista moved to award the painting contract for exterior painting at Mayflower to James Conley for \$1,225.00. Mrs. Mayo second. All in favor. SO VOTED.

The Chairman then stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Mrs. Mayo - Aye, Mrs. Glista - Aye, Mr. Haynes - Aye.

TIME: 8:20 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION JULY10, 1978

Members Present: Charles Haynes, Chairman
Mrs. Jean Mayo
Mrs. Laura Jackson
Mrs. Anthony Glista

Staff Present: Elliott A. Smoler
Frank Duffy, Esq.

Also Present: Mr. & Mrs. Peter Anshewitz
Marcia Carlisle

Mr. & Mrs. Peter Anshewitz addressed the Board. Their problem is that they were asked to vacate their house in Barnstable County and they have not been able to find a place to rent that they can afford. Their family is scattered with different family and friends. Their son has Hotchkins disease and Mrs. Anshewitz is back and forth to Boston almost every day. Mrs. Anshewitz stated that they have not been able to locate a house in the Housing Assistance Corporation's district, but they have been able to locate a 4 bedroom house in Falmouth. Mrs. Conroy at the Housing Assistance Corporation advised them to talk to us. It seems that the Anshewitz' do not have a certificate from the HAC; also, they do not have an application filed with this Authority. Mr. Smoler said that right now we have no funding to give out and that all we could do was accept their application. If the Housing Assistance Corp. was willing to transfer funding the Falmouth and FHA Board was willing to accept this funding. something could be done to help. Also, DCA must approve this transfer. Mrs. Mayo moved to accept the transfer of funds from the Housing Assistance Corp. for the Anshewitz family subject to DCA approval. Mr. Glista second. All in favor. SO VOTED.

The next person to address the Board was Marcia Carlisle. Ms. Carlisle has a 707 Certificate from the Housing Assistance Corp. for a 2 bedroom unit and she would like to have it transferred to Falmouth. Ms. Carlisle was not able to locate a suitable unit in the Housing Assistance Corp's district but does have a unit in Falmouth. She is living at 778 Teaticket Highway, her rent is \$180.00 per month plus utilities. For the past two years Ms. Carlisle stated that she has been moving from motel to motel and living with different friends. Mrs. Mayo asked Ms. Carlisle why we should consider housing her again after the damage that was caused at the house she rented under 707. Ms. Carlisle stated that she has learned a lot these past two years and that she will not let the same thing happen again because she doesn't want to put her son through this experience again. It was discussed that the apartment in which she is currently living would not be suitable to rent under the Authority and that she would have to locate something else. Ms. Carlisle felt sure she could locate another unit. Mrs. Jackson stated that she would like some discussion on this subject before a decision is reached. Ms. Carlisle was thanked for coming in and informed that we would be in touch with her.

Mrs. Mayo moved to approve the Minutes of the Executive Session of June 12, 1978 as printed. Mrs. Glista second. All in favor. SO VOTED.

Mrs. Haynes discussed the bill submitted by Jim Conley for lawn care work. Mr. Conley's dates for service do not agree with dates Mr. Haynes has been keeping. Mr. Haynes also complained about the quality of Mr. Conley's work. He does half of Salt Sea one day, half the next. The same thing happens at Bayberry. Mr. Haynes also stated that he has not seen any trimming done lately. The Board felt that Mr. Haynes and Mr. Smoler should discuss this matter thoroughly and then Mr. Smoler should talk to Mr. Conley.

Mrs. Mayo moved to pay the bills with the exception of Mr. Conley's bill for lawn mowing work. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler presented some increases in rents on the 707 program:

Mr. Lucio DiToro for 185 Old Barnstable Road. \$16.50/mo.

Alfred Welch, III for 2 Bauer Lane - \$40.00/mo.

Mrs. Jackson moved to approve the \$16.50/mo. increase for Mr. DiToro (this is 6% of current rate) and the 6% maximum allowed by D.C.A. for Mr. Welch's property. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then presented an appeal from Mr. John Cassidy. Last month the Board approved the 6% increase for his property located at 103 Lakeshore Drive, East Falmouth. Mr. Cassidy would like the Board to reconsider since he has not asked for an increase before. Mrs. Jackson moved to deny this appeal since DCA has set the maximum figure of 6%. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Duffy reported that Mr. Pennington of 31 Jones Road has not responded to his letter stating that we deny his claim.

Mr. Duffy also reported that Mr. Smoler settled the Grande claim for \$85.00.

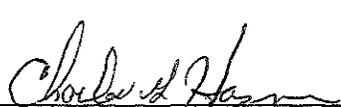
Mr. Duffy has filed for dismissal in the Ligotti claim because of Mr. Ligotti's failure to prosecute.

Mr. Duffy reported that we were informed by Att. Saxe that one of our landlord's Mr. Harold Stone, is not the owner of the property located at 72 Pine Valley Drive, Falmouth. It seems Mr. Stone had the property under agreement to purchase, but did not and has no right to rent the apartments. Mr. Smoler and Mr. Duffy have been in contact with the police, but they cannot proceed without a written complaint from the real owners. Mr. Duffy stated that no rent should be paid to Mr. Stone in the future. Mrs. Jackson felt that the tenant, Kathy Gonsalves, should be notified that she should send her portion of the rent to the Housing Authority to protect herself. Mr. Duffy stated that the letter could be sent, but that the tenant should be informed that she is under no obligation to do so.

The Board then discussed the matter of transferring Ms. Carlisle funding. Mrs. Jackson stated that she knows Marcia and has her son in day care. Mrs. Jackson feels that Marcia has not learned anything over the past two years and will continue to be a housing problem. Ms. Carlisle has made numerous promises to her over the past few months and has not kept any of them. Mrs. Jackson stated that the little boy is in day care all and in the care of babysitters most nights as Ms. Carlisle is not home. However, the possibility still exists that stable housing might help the situation. Mrs. Jackson moved to accept the transfer of funds from the Housing Assistance Corp. (if they notify us in writing) subject to DCA approval. Mrs. Mayo second. All in favor. SO VOTED.

Meeting adjourned at 9:45 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY GIFFORD STREET August 14, 1978

Members Present: Charles Haynes, Chairman
Jean Mayo
Laura Jackson
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Frank Duffey, Esq.

Also Present: Pamela Bostwick

The meeting was called to Order at 7:45 p.m.

Mr. Glista moved to approve the minutes of the meeting of July 10, 1978 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo moved that the Members of the Board each donate \$5.00 (Total - \$25.00) for the Joslin Fund in memory of Mrs. Ruth Studley. Mr. Rainnie second. All in favor. SO VOTED.

Mrs. Mayo moved that the Falmouth Housing Authority send flowers for Mrs. Studley's funeral. Mr. Smoler should order a flower arrangement for approximately \$25.00. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo stated that Mr. Studley has called her to say that he was opposed to the hiring of a full-time maintenance man at the Labor and Industry rate of \$8.56/hr. because he does not feel that one man could do all the work, also, that the maintenance figures were down approximately \$6,000 from last year. Mr. Haynes read a letter from Brenda Norris King stating that she feels maintenance costs are rising yearly and that she feels the Authority should hire a full-time maintenance man. She also requested information in regards to the purchase of a snow/plow truck. Mrs. Mayo felt that the Board still did not know the actual cost figures of the truck, i.e. garaging, insurance, maintenance, etc. Mrs. Jackson felt that preventive maintenance is a future necessity. Mr. Haynes and Mrs. Glista reported that they had inspected all 705 houses and found that at least 4 houses will need to be painted and at least 2 houses may need roofs. Mr. Smoler stated that he felt a maintenance schedule is what is needed at this point and preventive maintenance could be incorporated into the budget, i.e. 2 to 4 houses painted, 1-2 roofs, etc. Mr. Rainnie mentioned that he had gone to the last DPW meeting in relation to the plowing situation and was told that the FHA was not on the agenda.

Mrs. Mayo moved that the FHA do not consider the possibility of a full-time maintenance man until we had fifty (50) more units. Mr. Rainnie second. All in favor. SO VOTED.

Mrs. Mayo moved that we get some firm, definite figures on the truck and that the Board should attend the next DPW meeting. Mrs. Jackson second. All in favor. SO VOTED. (Mrs. Mayo felt that we should try to get on the DPW agenda after the next Town Meeting-middle of September)

The next meeting of the Blackstone Valley Association is scheduled for September 7, 1978 in No. Attleboro. The quest speaker will be William Flynn of D.C.A. Mrs. Mayo moved to allocate \$30.00 for Mr. Glista, Mr. Haynes, and Mr. Smoler to attend. Mrs. Jackson second. All in favor. SO VOTED.

One of the subjects to be discussed at the Blackstone Valley meeting is compensation for Board Members. The Board unanimously decided that a statement should be made at the meeting that the FHA Board is opposed to compensation for Board Members. Mrs. Jackson moved. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler stated that the State Auditor had finished last week. He found an extra \$21,000 for modernization which was sent to us in error (?) and should be sent back to D.C.A. He found a surplus in 707 which Mr. Smoler stated that we would keep because the State is behind in payments and landlord checks should go out on the first of every month, not a month behind.

Mr. Smoler reported that the contracts for the Federal Audit had been returned and they should be coming in next week.

Mr. Smoler reported that DCA is soliciting proposals for Comprehensive Energy Conservation Demonstrations in State-Aided Public Housing. Mr. Smoler thought that this was geared for the larger authority. There are some changes that could be made, but not to a large extent. Mr. Smoler mentioned that DCA would be down in November or December with an infrared camera to take pictures of the 705 and elder.y.

Mrs. Mayo asked about the office space upstairs. Mr. Smoler reported that the offices are in use, but do not yet have drapes, etc. Decorations should be finalized in Sept.

Mr. Smoler spoke with D.C.A. concerning our need for a cleaning lady. They mentioned the Labor and Industry rate of \$8.56/hr. Mr. Smoler has prepared an ad for the newspaper requesting proposals for the cleaning of our office space.

Mr. Rainnie moved to pay the bills. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Haynes stated that the Board would go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Mrs. Mayo, Aye: Mrs. Jackson, Aye: Mr. Rainnie, Aye: Mr. Glista, Aye: Mr. Haynes, Aye.

Time: 8:35 P.M.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Jean Mayo
Laura Jackson
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Frank Duffy, Esq.

Also Present: Pamela Bostwick

Mrs. Bostwick spoke with the members concerning her housing problem. Her application has been on file for a year and a half. She has received an eviction notice from the landlady. Mr. Duffy read over the papers presented by Ms. Bostwick. One was a fourteen day notice to quit for non-payment of rent. The second was a thirty day notice to vacate as a tenant-at-will. The third was a notice of increase of rent. None was summary process papers. Mr. Duffy advised Ms. Bostwick to notify Legal Services of this pending action. Mr. Smoler explained that Ms. Bostwick could not receive the eviction priority because she had not received summary process papers. She is currently in the seventh priority because she only has a one-bedroom apartment and needs a two bedroom place.

Mr. Smoler then presented the Board with some rent increases:

Frank Grillo for the property located at 465 Acapesket Road

Manuel Rose for the property located at 18 Karyn Jane Avenue

David Peterson for the property located at 14 Amvets Avenue

Edna Tirrell and Andrew Rogers for the property located at 6 Lden Green

Antone Couto for the property located at 59 Davis Straits

Mrs. Mayo moved to approve a 6% increase for these properties which is the maximum allowed by the Department of Community Affairs. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then presented two requests for eviction. Both tenants are under the Section 8 Program. Mr. Roscoe Riffe wishes to evict Mr. Edwin Johnson for abusive language and general disturbing of the other tenants and themselves. Mr. John Alves wishes to evict Linda Moore for more than one family living with her, damages to the apartment, excessive vehicular traffic, and general disturbing of neighbors. Mr. Glista moved not to answer these requests. (let the twenty days elapse) and let the cases proceed on their own merit. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Smoler then presented a request for an eviction under the 707 Program. Mr. Kinchla wishes to evict Judy Briggs because of her disturbing influence in the neighborhood and also her inability to keep the outside of the premises in decent condition., and also, the inside of the property he feels has deteriorated extensively due to her occupancy. This is the tenant which was moved a year or so ago because of the same reasons. There is a \$900 damage claim outstanding on her first unit. Mr. Smoler and Mr. Duffy feel that there is sufficient cause to drop her from the program and that this would hold up in court.

Mrs. Jackson moved that this should be turned over to our attorney so that an eviction can be started. Mrs. Mayo second. It was mentioned that the first step would be an informal conference with the Executive Director. All in favor. SO VOTED.

Mr. Duffy reported on the suit pending against the Authority for damages in the amount of \$200,000. The suit is not clear. Mr. Duffy is not clear as to whether Ann Belloli is suing as individual or as administratrix of her son's estate. It appears to be both. Mr. Duffy is not sure if Ms. Belloli is suing the LaBeet's and the FHA for \$200,000 or if she is suing for \$200,000 each. The suit is just not clear.

Mr. Duffey has tried to determine if there is liability insurance to cover this. DCA Legal Counsel has not yet returned his call. There is coverage for FHA owned property, but he is not sure about 707 houses. If there is insurance, the FHA's obligation is to notify the insurance company. If there is no insurance, the FHA must then get depositions from the people involved, i.e. Ms. Belloli, the firemen and policemen who responded to the call, neighbors, etc. Mr. Duffy feels this should be done quickly so that the information will be fresh in the people's minds. Mr. Duffy mentioned that the individual Board members were not named in the suit.

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The fireman's report states careless disposal of smoking materials as the cause of the fire, not faulty wiring as the suit states. Also, the premises had been inspected in November and showed no violations of the health code.

Mrs. Jackson mentioned that the little boy had been a candidate for her day care because of his home situation.

Mr. Duffy feels our first step should be to determine insurance. The next step should be to force the plaintiff to make a more cogent complaint.

Mr. Duffy mentioned that if the plaintiff should win the suit, how would she collect. She cannot attach any FHA property.

On the Ligotti claim, Mr. Duffy has filed an application to default because Mr. Ligotti did not respond to the interrogatories. Mr. Ligotti has called several times offering to settle but will not mention a figure.

Meeting adjourned - 9:20 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Anthony Glista
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Also Present: Josephine Antone
Angelina Antone
Michele Pires
Mr. & Mrs. Louis Copestick
Mrs. Richard Bechtel
Lou Cerrone

The meeting was called to order at 7:40 p.m. Mr. Rainnie moved to approve the minutes of the meeting of August 14, 1978 as printed. Mr. Glista Second. All in favor. SO VOTED.

The first item on the agenda was the opening of the cleaning proposals:

Eleanor Gomes - \$250.00 for the initial cleaning, \$40.00 per day for 1 or 2 days per week.

Property Maintenance Systems - \$160.00 for the initial cleaning, \$18.00 per week for once a week, shampoo once a year - 7¢ a sq. ft.

The Clean Sweep - A division of Bared Enterprises - \$210.00 for the initial cleaning \$16.00 per week for cleaning. Every four weeks (or as needed) \$55.00 walls, windows, etc.

Williams Cleaning - \$279.48 for the initial cleaning - \$25.00 per week (including windows as needed).

Joy/Jan Cleaning Service - \$190.00 for the initial cleaning - \$29.95 per week (wash windows every 3 months).

Mr. Rainnie moved to accept the low bid of The Clean Sweep, A Division of Bared Enterprises, \$210.00 for the initial cleaning, \$16.00 per week, \$55.00 walls, windows as needed. Mr. Glista second. All in favor. SO VOTED.

Mr. Glista moved to pay the bills. Mr. Rainnie second. All in favor. SO VOTED.

The next item discussed was a letter from the Town stating that a tree at Salt Sea Lane was infested with Dutch Elm Disease and requesting that it be removed. Mr. Studley has called several people in regards to a price for this work. No figures yet. Mr. Smoler feels that we should ask the Town to do this work. The Board felt that we could do this at the next D.P.W. meeting. Mr. Glista moved to postpone any action on this until next meeting. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Studley reported that the bids for exterior painting at Mayflower have gone out. An ad should appear in the Enterprise shortly. It was decided to hold a special meeting to accept the bids on the day that they are due in so that work can begin as soon as possible. Mr. Glista moved to have a Special Meeting for the purpose of awarding painting bid at Mayflower on September 22, 1978 at 6:30 p.m. Mr. Rainnie second. All in favor. SO VOTED.

It was reported that Senator Brooke will be speaking at the Senior Center on Thursday, September 14, 1978 at 8:00 a.m.

The Chairman then stated that the Board would now convene into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Mr. Rainnie - AYE, Mr. Glista - AYE, Mr. Haynes - AYE.

Time: 8:00 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes Chairman

Members Present: Charles Haynes, Chairman
Anthony Glista
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Also Present: Josephine Antone
Angelina Antone
Michele Pires
Mr. & Mrs. Louis Copestick
Mrs. Richard Bechtel
Lou Cerrone

Ms. Josephine Antone spoke to the Board first. She is living in Mashpee United Church Village and is being evicted. She must vacate shortly. She has been having problems with the neighbors and that is why she must move. Her rent is being paid monthly by the Welfare Office. She would like to get housing through Falmouth, but has been told that she must first pay an \$1,800 damage claim for Barrows Road. Ms. Antone states that she cannot afford to pay this since she only received \$75.00 from the Welfare Office every two weeks. Mr. Haynes and Mr. Smoler mentioned that there was damage caused at her house at Alcott Road, but the suit was not pressed by the Landlord because he wanted her out of the house so badly. Ms. Antone was asked how many children she had and what size house she would need. Ms. Antone stated that she had nine children, but only four would be staying with her so she only needs a three-bedroom unit. The Chairman thanked Ms. Antone for coming in and told her that her request would be taken under advisement.

Mr. Rainnie moved that Elliott Smoler should follow State and FHA regulations in that all damage claims must be paid in full before rehousing a tenant. Mr. Glista second. All in favor. SO VOTED.

Next Mr. & Mrs. Louis Copestick spoke on the problems they have been having in their neighborhood with Mr. & Mrs. Jack Cobb. The other neighbors asked them to come to the meeting as their representatives, but would be available if needed. Mr. & Mrs. Cobb are continually harassing the children and the neighbors. There were no problems until they moved in. They must have about 8 dogs which are allowed to roam and have bitten some of the children. The dog officer has been notified, but nothing done to date. The police have been called, but haven't been able to do anything. Mr. Cobb has threatened the Copesticks daughter with bodily harm if she should walk by their house any more. Mrs. Cobb has threatened the children in the neighborhood with a shot gun. Also, she is using extremely vulgar language in speaking of her neighbors. Mr. Copestick stated that the Cobbs used to live out at Seacoast Blvd. and that a group of neighbors started a petition against them for the same reasons. The Copestick's were advised that there is not much we can do unless the landlord requests us to or starts action themselves. The Copesticks were advised to notify the landlord immediately and see what action is taken. Mr. Smoler is to look into the situation of the dogs to see whether a kennel license has been issued.

Mrs. Bechtel and Mr. Cerrone entered the meeting at this point. Mr. Cerrone stated that Mrs. Bechtel would speak for herself since she is more aware of the problem. Mrs. Bechtel stated that she had been dropped from housing last year when she was determined to be over-income. She stated that she received only a fourteen day notice of this termination. Also, she took exception to the fact that her daughters' social security was used as income and also that she specifically stated that her son's income would be leaving with him in a few months. Mrs. Bechtel stated that she made us aware of these facts at the time. It was pointed out to Mrs. Bechtel that her daughter's income was not used as she was a student at that time. Social Security reported an income for Mrs. Bechtel and that was what was used. Mrs. Bechtel stated that she did not receive social security. The verification form from the social security office was shown to her. It appears that she should discuss this with them. Also, Mrs. Bechtel was asked when her son had vacated the premises. He got married in July, but got his apartment in June. It was stated that this was still after the six-month extension period which Mrs. Bechtel maintains she should have received. Mrs. Bechtel then stated that he left in the Spring. It was again stated that this was after the six-month extension period. Mrs. Bechtel then stated that he had left in December. Also, Mrs. Bechtel stated that her son had worked for the construction company for about two or three years. It was first reported to us last year. Mrs. Bechtel stated that she was now two months behind in her rent (this would coincide with her son's marriage). Her landlord, Mr. Gilchrist, was very upset when this subsidy was terminated, and wanted Mrs. Bechtel to fight it at the time. Mrs. Bechtel stated that she felt that if we had determined that she could pay the rent herself, that is what she should try to do.

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It appears that now the family income is only her husband's veterans and social security benefits. She receives no social security, her daughter receives no social security and cannot receive unemployment from her CETA job, and that her other son, Gary, is now graduated but out of work for the past year. The Chairman thanked Mrs. Bechtel for coming in and would take her request for an immediate subsidy under advisement.

Mr. Rainnie moved to give Mrs. Bechtel a subsidy. Mr. Glista second. All in favor. SO VOTED.

Mr. Duffy reported that in regards to the suit by Ann Belloli a representative from D.C.A. has been assigned to help. Mr. Duffy is waiting for word as to whether there is an insurance policy somewhere which might cover this situation.

Mr. Rainnie moved to accept the Minutes of the Executive Session of August 14, 1978 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then presented some rent increases:

78 Maravista Avenue, 85 Palmer Avenue, 83 Palmer Avenue, 102 Old Barnstable Road, 27 Leonard Drive, 15 Leonard Drive and 70 Barrows Road.

Mr. Glista moved to approve these increases (6% which is the maximum allowed by the D.C.A.). Mr. Rainnie second. All in favor. SO VOTED.

Meeting adjourned: 9:25 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

OCTOBER 16, 1978

Members Present: Charles Haynes, Chairman
Anthony Glista
Jean Mayo
Laura Jackson

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy, Esq.

The Meeting was called to Order at 7:40 p.m. The Minutes of September 13, 1978 were corrected as follows: the cleaning bid of Bared Enterprises should read: "The Clean Sweep" a Division of Bared Enterprises. Mrs. Mayo so moved. Mr. Glista second. All in favor. SO VOTED.

Mrs. Jackson then moved to accept the Minutes of the Meeting of September 13, 1978 as corrected. Mr. Glista second. All in favor. SO VOTED.

The first item discussed was the meeting with the Department of Public Works. Mrs. Mayo, Mr. Rainnie and Mr. Haynes attended. Mr. Haynes reported that the meeting was very cordial and that the DPW was very co-operative. The DPW has agreed to plow all the main roads and that the FHA would plow the parking areas, walks, etc. The DPW suggested the use of a bobcat for this work. Mrs. Mayo stated that the DPW was extremely helpful in that they opened their files and records to show us cost figures, etc. Mrs. Jackson asked if this arrangement with the DPW was in the form of a voted agreement or just a verbal arrangement. Mr. Haynes stated that it was a matter of public record as it has appeared in the Cape Cod Times.

On the subject of the tree at Salt Sea which has Dutch Elm Disease, Mr. Studley has obtained a price of \$40.00 to remove the tree and take it to the dump.

The next item discussed was the painting bid for exterior painting at Mayflower. Mr. Studley reported that there is not enough money in the budget to cover the one and only bid received. Mr. Studley discussed the matter with counsel and was advised to reject the bid based on the fact that there was not enough money in the budget. Mrs. Mayo moved to accept the advise of Counsel and reject the bid. Mr. Glista second. All in favor. SO VOTED.

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Mr. Haynes reported that Mr. Rainnie had been very upset at the Special Meeting in regards to the use of hand towels in the bathrooms. A hand drying machine was promised last year. Mr. Haynes read a letter pertaining to this. Mrs. Mayo moved to have the Executive Director, acting as representative of the Board, bring this matter to the attention of the Board of Health. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo then suggested that Mr. Studley present a status report every month on the Elderly and 705 Programs. In specific, how many applications on file, vacancies, etc.

Copies of the new Amended Open Meeting Laws were distributed to the Board Members. A copy has been given to Counsel also for his advice.

Mr. Haynes mentioned that he had come into the office last week while there was a power outage and discovered that there is no emergency lighting system in the building. Mr. Haynes spoke with a state building inspector about this and found that since this is a public building there should be an emergency lighting system. Mrs. Jackson moved that the Executive Director should send a cordial letter to the landlord, Mr. Hickey, about this. Mrs. Mayo second. All in favor. SO VOTED.

Elliott Smoler then gave a report on the National NAHRO Conference. Secretary Harris is instituting new programs with hopes of reviving conventional housing. There should be 50,000 units by next September. Secretary Harris wants to see more involvement by local commissioners since she feels the local people know the needs in their towns. There is going to be a cutting of red tape and Mr. Smoler feels that there is a good possibility of getting some money. One thing of great concern is the trend towards congregate living. Mr. Smoler feels that the Falmouth Nursing Home could be converted easily to this type of housing. He feels we would definitely qualify under the State for re-hab money - applications are due by October 27 for a commitment by the end of November. Mr. Smoler left the meeting at this point to get some facts on the Falmouth Nursing Home. Upon returning, Mr. Smoler informed the Board that the purchase price of the Nursing Home is \$2½ million - there are 121 beds right now. Mr. Smoler thinks this could be converted to 75-80 units. The Board felt that Mr. Smoler should pursue this matter first with the State and then HUD.

Mr. Haynes presented an application to join the Citizens Housing and Planning Association. There is a \$25.00 fee for membership. Mrs. Mayo did not feel that we needed to join such an organization.

Mrs. Jackson then moved to pay the bills. Mr. Glista second. All in favor. SO VOTED.

The Chairman stated that the Board would now convene in Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene in General Session. The Membership was polled: Mrs. Mayo - Aye, Mrs. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Time: 8:15 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

OCTOBER 16, 1978

Members Present: Charles Haynes, Chairman
Jean Mayo
Laura Jackson
Anthony Glista

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy, Esq.

Mr. Glista moved to accept the Minutes of the Executive Session of September 13, 1978 as printed. Mrs. Jackson Second. All in favor. SO VOTED.

Mr. Smoler then presented some rent increases:

3 Lt. Pafford Road	(Mitchell)
3 Leonard Drive	(Kinchla)
19 Oak Street	(Cafarella)
Apt. 12 Annadale	(Doherty)
197 Alcott Road	(Makela)

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Mr. Glista asked if these units had been inspected. Mr. Smoler explained that all increases must be in three months ahead of time and that we start our yearly inspections and re-evaluations three month's ahead of time. Mrs. Mayo moved to approve a 6% increase which is the maximum allowed by D.C.A. Mr. Glista second. All in favor. SO VOTED.

Mr. Duffy then reported that he had filed for dismissal in the Ann Belloli case. He stated that as far as he can tell Ms. Belloli has never been appointed administratrix of the estate. Also, the acts of negligence which are stated in the suit are against the LaBeet's not the housing authority. She stated that we had not rehoused her, which has since been done. The suit is very ambiguous and, therefore, Mr. Duffy has filed for dismissal in Superior Court. If the motion is granted, the judge can decide to grant with prejudice or without. If he decides with prejudice, she can't refile the suit. If he decides without prejudice, she can file again but must clear up the matters which are unclear at this time, i.e. what building code was violated, where was the faulty wiring, what damages did she incur, how much etc.

Mr. Smoler is to look into the possibility of getting a rider on the 705 insurance policy to cover 707 leases.

Mr. Smoler then discussed the case of rehousing Donna Catanzaro. The lease for her fourth house has been terminated and she has let a trail of damages in all the houses she has rented. Mr. Smoler advises not to rehouse this tenant based on her past record.

1. 26 Montauk Street - \$200.00 damage claim outstanding.
2. Ellworth Drive - Landlord instituted eviction proceedings, but ended up giving a release so that she could move quickly and with no more expense to him as the damages were mounting up.
3. Hartwell Drive - landlord released tenant voluntarily because of damages and he did not want to go to the expense of an eviction.
4. Jericho Path - current landlord terminated lease because of damages. We will probably get a damage claim on this one.

Mr. Smoler explained that this might go all the way to a court case, but he felt it was necessary in this instance. Mrs. Mayo moved to follow the advice of the Executive Director and not re-house this tenant. Mrs. Jackson second. All in favor. SO VOTED.

Meeting adjourned - 8:50 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes - Chairman

Falmouth Housing Authority

346 Gifford Street

November 13, 1978

Members Present: Charles Haynes, Chairman
Jean Mayo
Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy, Esq.

Also Present: Donna Catanzaro
Hayden Fitss, Esq.
Judith Lopes
Mike Phelps, Enterprise

The meeting was called to order at 7:45 p.m. Mrs. Mayo moved to approve the minutes of the meeting of October 16, 1978 as printed. Anthony Glista, second. All in favor. SO VOTED.

The first item discussed was the acquisition of the Falmouth Nursing Home. Mr. Smoler contacted the State who thought the project was too large for their agency. Mr. Smoler then contacted HUD who recently contacted the Falmouth Housing Authority to advise that public funds for this type of rehabilitation for congregate living would be available in December. The area economist for HUD and Mr. Siflinger are in favor of this project. Mr. Studley asked if the Board Members felt that there might be some opposition from the Town. It was decided that Mr. Smoler and Mr. Haynes would draft a letter to the newspapers stating our position: i.e. that we are sympathetic to the loss of the nursing home facility; however, there is a need for elderly and handicapped housing.

Mr. Rainnie moved to pay the bills. Laura Jackson second. All in favor. SO VOTED.

✓The next item discussed was the tenant selection procedure. We are in receipt of a letter from HUD stating that the procedure should be simplified as it is not acceptable as is. They are recommending a three-step priority system: 1. Natural Disaster, 2. Public Action. 3, Standard. Mrs. Jackson raised objects in that this does not make allowances for people living in motels or in over-crowded conditions. Mr. Smoler explained that there are people on the waiting list who applied the first month of accepting applications who have never been reached because of our ten-step priority list and that HUD does not feel this is fair to those people. The Board decided to accept the three-step priority system.

Mr. Smoler then reported that there is Section 8 money available for the Cape for an additional 155 units. Mr. Glista moved to apply for this Section 8 funding. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler then reported that the quarterly meeting of the Blackstone Valley Assoc. would be held in Norwood on December 7, 1978. Mr. Smoler, Mr. Studley, Mr. Glista and Mr. Haynes to attend. Mrs. Mayo moved \$65.00 for four members to attend the Blackstone Valley Assoc. Meeting. Ward Rainnie second. All in favor. SO VOTED.

Next the bid proposals for the leaching pit at Marshall Drive were opened.

DEK, Inc.	\$700.00
Richard Fish & Sons	950.00

Ward Rainnie moved to accept the low bid of DEK, Inc. in the amount of \$700.00. Jean Mayo second. All in favor. SO VOTED.

Next, proposals for snow removal at the three elderly projects were opened.

Gary Sylvester	\$225.00/storm (\$75.00 per project)
Ronald Carreiro	\$600.00/storm (for three projects)

Mrs. Mayo stated that Mr. Studley should be allowed to go ahead on this and contact Mr. Sylvester.

Mr. Studley then gave a status report on 667 and 705. There are 38 active elderly applications on file - 26 of these are residents of Falmouth - one vacancy was filled during the month. There are 28 three bedroom applicants on file and 12 four-bedroom applicants on file for the 705 program - no vacancies at this time.

Mr. Haynes referred to the bill for Bay Side TV for work on the antenna. Mr. Haynes asked about the possibility of getting cablevision for the three projects. Mr. Haynes and Mr. Glista volunteered to serve on a committee to investigate this possibility. - cost figures, etc.

The Chairman then stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene in to general session. The members were polled: Mrs. Mayo - Aye; Mrs. Rainnie - Yea; Mrs. Jackson - Aye, Mr. Glista - OK; Mr. Haynes - Aye.

Time 8:35 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Falmouth Housing Authority

Executive Session

November 13, 1978

Members Present: Charles Haynes, Chairman
Jean T. Mayo
Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Edward L. Studley
Elliott A. Smoler
Frank Duffy, Esq.

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Also Present: Donna Catanzaro
Hayden Fitss, Esq.
Judith Lopes

Ms. Fitts represents Donna Catanzaro in regards to the Board's decision last month to stop her Section 8 funding. Since the last meeting, Ms. Catanzaro has paid all rent arrears, all damage claim monies, and has an inspection on her present unit. Mr. Smoler did not find any discernable damage and does not expect a damage claim from the landlord. Ms. Catanzaro was asked if a security deposit was collected when she moved into this unit. Ms. Catanzaro answered no - this means that the Housing Authority is not responsible for damage anyway. Mr. Smoler recommended that the Board reverse their decision and rehouse this tenant. Ms. Fitts asked that the new lease and contract for the unit which Ms. Catanzaro located be signed immediately even if the Board decides not to renew this subsidy as a grievance hearing procedure has not been adhered to. The Board thanked Ms. Catanzaro for coming in and told her that the matter would be taken under advisement that that we would let her know.

Anthony Glista moved to reverse the earlier decision and rehouse this tenant. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo asked that the Minutes of the Regular meeting of October 16, 1978 be corrected to strike the word "old" in referring to the Nursing Home.

Mrs. Mayo moved to accept the Minutes of the Executive Session of October 16, 1978 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler presented a damage claim from Richard L. Kinchla, Jr. for the property located at 6 Leonard Drive. All paperwork, i.e. demand letter to tenant, insurance papers, etc. have been submitted. Mr. Smoler and Mr. Haynes to go over claim and present their opinion at next meeting.

A letter from the Selectmen in regards to the road at White Pine Lane was presented. This road will be getting paved. The Board decided to write a letter in favor of this action.

A letter from Richard L. Kinchla, Sr. was presented in regards to an increase for a house on Leonard Drive. It is currently rented at the Fair Market Rent for this bedroom size and Mr. Smoler has denied a rent increase at this time. The Board agrees with Mr. Smoler's action.

Mr. Smoler then presented a letter from the Health Department in regards to the hand towels in the Bathrooms. This is against a health regulation enacted in 1916.

Also, Mr. Smoler stated that he had written a 'cordial' letter to Mr. Hickey concerning the emergency lighting. Mr. Hickey feels that since we operate during the daylight hours there should be sufficient light to find our way out in an emergency. In regards to the towels, he feels that this solved the problem in regards to plumbing. Also, he feels that he helped us when he erected the ramp at our request. Mrs. Mayo felt that we should pursue the matters further.

Mr. Duffy reported that the Belloli case has not been re-assigned yet and that the LaBeet's have still not been served.

Meeting adjourned: 9:05 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Laura Jackson
Anthony Glista
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Also Present: Hugo Tassinari
Mr. Mrs. Larsen
Abby Donahue, Falmouth Enterprise

The meeting was called to Order at 7:40 p.m.

Mrs. Jackson moved to accept the Minutes of November 13, 1978 as printed, Mr. Glista second. All in favor. SO VOTED.

The first item discussed was the Falmouth Nursing Home. Mr. Smoler reported that there has been no change in status since the last meeting. The money has been received by HUD but there has been no determination yet, as to how much would be allocated for the Cape for Public Housing or Existing Housing. He should know by Friday.

Mr. Hugo Tassinari offered some land which is for sale in case we decide in the future to construct housing. The land is situated by the Admiralty Apartments. Mr. Tassinari offered to help if we ever get funds for acquisition, and he feels this property would be ideal. It was pointed out that this is not the proposed site which will be coming before the Appeals Board next week.

Mr. Haynes mentioned that a field trip had been conducted last week to New Bedford to visit a site of congregate living. Mr. Haynes reported that the apartments were beautifully done.

Mr. Glista then gave a report of the Cablevision Committee. Mr. Lyonaise of Cablevision did not sound receptive over the telephone. Mr. Glista is going to get back in touch with Mr. Lyonaise in regards to a motel rate.

Mr. & Mrs. Larsen then discussed the Board of Appeals meeting which is to be held next week in regards to some land by the Admiralty. Mr. & Mrs. Larsen are opposed to the plans for several reasons, and wanted to know how the Authority stood on the matter. Mr. Smoler reported to the Board that we were not notified of this meeting even though we are abutters. Mr. Smoler checked the list down at Town Hall and found that we are not on it. Mr. Smoler and Mrs. Haynes plan to attend the Appeals Board Hearing and protest that we were not notified.

Mr. Haynes then mentioned that the Town wants to tow cars to the garage on the corner of Rose Morin Drive. The Board's feeling is to send a letter to the Town stating our opposition to this move. Mr. Studley will look up the original permit on this which we feel should state that towing and parking of cars in this area would not be allowed.

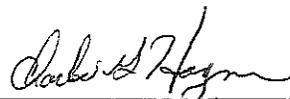
Mr. Rainnie moved to pay the bills. Mrs. Jackson second. All in favor. SO VOTED.

The Chairman then stated that we would not go into executive session for the purpose of hearing tenant/landlord complaints and would not reconvene in general session. The membership was polled: Mr. Rainnie - Aye, Mrs. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Time: 8:00 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Laura P. Jackson
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Ward Rainnie moved to accept the Minutes of the Executive Session of November 13, 1978 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler presented four increases for rents:

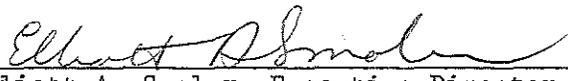
- 174 Homestead Lane
- Lot #1 Dodson Way
- 50 Ingleside Drive
- 29 Suncrest Drive

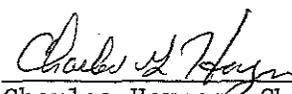
Mrs. Jackson moved to approve a 6% increase which is the maximum allowed. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then presented a damage claim for 6 Leonard Drive. Tenant-Laura Clayton: Landlord - Richard L. Kinchla, Jr.: Program - 707. Mr. Smoler and Mr. Haynes had reviewed the claim and found it to be valid. Mr. Rainnie moved to pay \$372.06. Mrs. Jackson second. All in favor. SO VOTED.

The Board decided to hold a 30th anniversary party of the Falmouth Housing Authority. It will be Wednesday, December 20, 1978. It will be held either at the Sea Crest or George Ferreira's Grasmere Pub.

Meeting adjourned at 8:25 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Anthony Glista
Ward Rainnie
Jean Mayo

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Also Present: Robert Faletra, Falmouth Enterprise

The meeting was called to order 7:40 p.m. Mr. Glista moved to accept the minutes of the meeting of December 11, 1978 as printed. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Studley gave a status report on the 705 & 667 Programs. 705: there are 28 applications for three-bedroom units and 11 applications for four-bedroom units. Currently there are no vacancies. 667: there are 36 applicants of which 24 are residents of Falmouth. Two vacancies were filled in the past month - one at the Mayflower project and one at the Salt Sea Lane Project.

Mr. Smoler discussed the Board of Appeals hearing about which we were notified. The notice stated that the hearing would be held on Monday, the sixteenth of January. However, Mr. Smoler pointed out that Monday is not the sixteenth, but the fifteenth which is a State holiday. Also, sufficient two weeks' notice was not given, and the notice was not sent certified mail. Mr. Smoler intends to protest this hearing also.

Mr. Glista presented a report of the Cablevision Committee. He has not been able yet to meet with the man in charge to discuss the possibility of a discounted rate. Mr. Glista did learn the police, fire, and schools are getting cablevision free, and that the hospital is getting a special rate. Mr. Pinto & Mrs. Jones suggested to Mr. Glista that we conduct a survey among our tenants to see if they want cablevision. Mr. Smoler stated that he had learned from the State that the cost of cablevision must be passed on to the tenant. Mr. Glista will check further and report again next month.

Mrs. Mayo moved to pay the bills. Mr. Glista second. All in favor. SO VOTED.

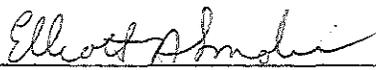
The Board then discussed the possibility of cars being towed to the garage situated near the elderly project. There has been nothing official as yet. The original permit stated that a six-foot fence was to be constructed and no cars or vehicles could be parked there unless they were behind the fence. Mr. Smoler to check into situation

Mr. Smoler then discussed the Executive Development Training Program to be held in Maryland from March 23 to 28, 1979. It is an eight day training course for planning, security, management, maintenance, etc. Tuition is \$495.00. Mrs. Mayo moved to table the discussion for ten minutes while Mr. Smoler worked up the cost figures. Mrs. Mayo then moved to approve \$1,050 to send Mr. Smoler to the Executive Development Training Program in Maryland. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then read a letter of thanks from William Flynn for the Authority's cooperation with him in the past. He hoped the same courtesy would be extended to the new secretary, Bryon Mathews.

The Chairman then stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Mrs. Mayo - Aye, Mr. Rainnie - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Time 8:00 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

Falmouth Housing Authority

Executive Session

January 8, 1979

Members Present: Charles Haynes Chairman
Anthony Glista
Ward Rainnie
Jean Mayo

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Mr. Rainnie moved to accept the Minutes of the Executive Session of December 11, 1978 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. Glista mentioned that Mr. Buquey would like to be put back on the list for Mayflower. Mr. Glista was instructed to have Mr. Buquey send a letter to this effect.

Mr. Smoler presented two increases for rents from Mr. Cornelius Hickey: one for 536 Main Street, Apt. 11A, and one for 536 Main St., Apt. 12B. Apt. 11A is a Section 8 lease and the maximum is \$185.00 which was requested. Apt. 12B is a 707 lease and Mr. Hickey requested 6%. Mrs. Mayo moved \$185.00 for Apt. 11A and 6% for Apt. 12B. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler then read a letter from Mr. Hickey concerning another tenant through this Authority who resides at 344C Gifford Street. The tenant is Rita Leary: it is a 707 lease. The neighbors are complaining about the actions of Mrs. Leary and her guests. They have told Mr. Hickey that unless something is done about Mrs. Leary they will move. It seems that Mrs. Leary often gets into fights with her boyfriend and on one occasion he kicked in her door. It appears that the same thing is occurring as in her last apartment. Mr. Smoler will call an informal conference.

Mr. Duffey reported that he has a trial date of February 23, 1979 for Ligotti vs. the Falmouth Housing Authority in regards to the damage claim presented by Mr. Ligotti in regards to Mildred Schroeder's tenancy.

Mr. Duffy also reported that there is a court date for the Ann Belloli suit. It is scheduled for a week from Monday. Mr. Duffy has asked for the case to be dismissed, or her has required that she file a more definite suit as the present one is very unclear.

Mr. Smoler was asked about the small claims suits he was to instigate. Mr. Smoler stated that he has separated the vacancy payments from the actual accounts receivable charges. Everyone will be getting a final notice. Those who don't pay will be going to small claims court.

Meeting adjourned at 8:15 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

Falmouth Housing Authority

Gifford Street

February 12, 1979

Members Present: Charles Haynes, Chairman
Laura Jackson
Anthony Glista
Jean Mayo
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

Also Present: Ruth Miner, TUF
Donna Baker, FTO
Barbara Klein
Ken Barnes

The meeting was called to order at 7:45 p.m. Anthony Glista moved to accept the minutes of January 8, 1979 as printed. Ward Rainnie second. All in favor. SO VOTED.

Ruth Miner read a letter to the Board Members from TUF:

This letter is to confirm that the Tenants' Union of Falmouth, recognized by the Falmouth Housing Authority in 1973 as the local tenants' organization for the Town of Falmouth, has been defunct for over two years. No meetings have been held since 1976, when our part-time office and equipment was taken over by the housing authority due to the fact that we had no one to staff it.

Because there is a real need for a tenants' organization in Falmouth, to serve the interests of rental assistance tenants' as well as to fulfill the intent of DCA's Regulations for Tenant Participation, I support the current efforts of several Falmouth tenants to start a new group known as the Falmouth Tenants Organization. All of the old files of the T.U.F. have been offered to the new group in order to facilitate their effort.

I trust that the Falmouth Housing Authority will make every effort to encourage the Falmouth Tenants' Organization, and hope that I have made it clear that there is no rivalry or competition between the (non-existent) T.U.F. and the F.T.O.

The F.T.O. is holding their meetings at St. Barnabus Church. Donna Baker is currently temporary chairperson of this new group. Ruth assumes that their first order of business will be to elect officers. The group would like official recognition tonight from the Board Members. Frank Duffy explained that they are an unincorporated organization. There doesn't appear to be another group representing the tenants and that the Board can recognize this group if they want. Mr. Smoler mentioned that this was the first time we had heard that TUF was no longer in existence. We have never been formally notified before this. Also, there is still the matter of the outstanding funds and missing tape recorder. Mr. Smoler also mentioned that the TUF organization was notified about six months ago from the auditors - they (TUF) indi-

cated that they were still in operation - about two months ago a management review was conducted and TUF indicated again that they were still in operation. Mss. Klein wanted it understood that this new group could not be held responsible for funds or possessions of the other group. Ruth Miner stated that she had the recorder and that George Hemenway still had the books from TUF. Ken Barnes stated that the purpose of the new group is to fulfill the regulations of D.C.A. Mr. Smoler asked what groups this new organization intended to represent - all tenants of Falmouth? rental subsidy tenants?, elderly? Donna Baker said the new group would represent all tenants of Falmouth. Mr. Smoler thinks we should poll the tenants to see if they want to be represented by the F.T.O. The Board indicated that they are in favor of a tenants organization but, they could not give official recognition tonight until the matter of the funds and recorder has been resolved.

Mr. Studley then gave a status report on the 667 and 705 programs:

667 Programs

Application 38
(Residents) 26

No vacancies this month.

705 Program

3 BR Applications 24
3 BR Applications 15

No vacancies this month.

There was no report of the Cablevision Committee.

Mr. Smoler, Mr. Studley and Mr. Haynes attended the appeals board hearing on the Masmanien property. The application on one building was withdrawn and a revision is being done on the other building. The property will be geared to the elderly and the rental range will be \$400. to \$450. per month plus utilities.

Mr. Smoler reported that there is no towing being done at the garage near the elderly complex - the cars that are there are being worked on - also Elliott asked the owner to repair the fence around the property.

The water department has notified us of an easement on Andy's Lane. The Town is putting in water mains under the betterments act. Anthony Glista moved to accept this. Laura Jackson second. All in favor. SO VOTED.

The Planning Board has requested input into a proposed growth control. They anticipate 4,000 new units for dwelling with an influx of 6,000 winter residents and 10,000 summer residents. The planning board wants to control down to 3,000 units. Mr. Smoler stated that we can't meet the need now. January was the highest month for applications.

Mr. Smoler presented a resolution so that we can apply for 80 new units of elderly housing under new construction under the HUD program. Jean Mayo moved to accept the resolution as read. Ward Rainnie second. A roll call showed:

- Jean Mayo - Aye
- Ward Rainnie - Aye
- Laura Jackson - Aye
- Anthony Glista - Aye
- Charles Haynes - Aye

Motion Carried. (See following Reolution)

The following resolution was introduced by Elliott A. Smoler, Executive Director; read in full and considered:

Resolution authorizing and Directing Submission
of Application for a Low-Rent Housing Program

WHEREAS, the United States Housing Act of 1937 provides that there shall be local determination of the need for low-rent housing to meet needs not being adequately met by private enterprise; and

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WHEREAS, under the provisions of the United States Housing Act of 1937, the Secretary of Housing and Urban Development is authorized to provide financial assistance to public housing agencies for low-rent housing;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE FALMOUTH HOUSING AUTHORITY AS FOLLOWS:

1. That the Falmouth Housing Authority hereby determines that within its area of operation there is a need for low-rent housing to meet needs not being adequately met by private enterprise.
2. That the Executive Director shall cause to be prepared and the Chairman shall sign and send to the Secretary of Housing and Urban Development an application for financial assistance for

80 dwelling units of low-rent public housing to be provided by new construction, or by acquisition, or by acquisition and rehabilitation of existing housing and for a preliminary loan in the amount of \$16,000.
3. In connection with the development and operation of any program or activity receiving Federal financial assistance under the United States Housing Act of 1937, regardless of when such program or activity or any portion thereof was or is initially covered by any contract, the Falmouth Housing Authority will comply with all requirements imposed by Title VI of the Civil Rights Act of 1964, Public Law 88-352, 78 Stat. 241; the regulations of the Department of Housing and Urban Development issued thereunder, 24 CFR, Subtitle A, Part 1; and the requirements of said Department thereunder.

Jean T. Mayo moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by W. Ward Rainnie, and upon roll call the "Ayes" and "Nays" were as follows:

<u>AYES</u>	<u>NAYS</u>
Charles G. Haynes Laura P. Jackson Jean T. Mayo W. Ward Rainnie Anthony Glista	None

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

Mr. Smoler explained that he had received a request from the F.T.O. to send out a flyer to our tenants. That was why the group came to the Board meeting this evening.

There will be a HUD, DCA, NAHRO tenant services conference in Auburn on March 12 & 13, 1979. They anticipate a much better presentation this year. Registration is \$40.00 and accommodations are \$20.00. Mr. Studley and Mr. Smoler to attend. Anthony Glista moved to approve \$120.00 to send two people to this conference. Laura Jackson second. All in favor. SO VOTED.

The Secretary of DCA will be attending a meeting in Mansfield on March 1, 1979, It is the quarterly meeting of the Blackstone Valley Association. Price is \$11.50 per person. Four people will be going. Jean Mayo moved to approve \$48.00 to send four people to this conference. Ward Rainnie second. All in favor. SO VOTED.

Jena Mayo moved to pay the bills. Laura Jackson second. All in favor. SO VOTED.

Anthony Glista asked about the possibility of getting one of the DPW trucks when they decided to get rid of them. It was stated that the trucks are in such disrepair that the DPW mechanics can't get them to run and that is why the DPW is getting rid of them in the first place.

Mr. Glista then asked about the answering service. He wondered if we couldn't get an answering machine. It may be cheaper, however, the answering service calls the plumber, etc. in an emergency. We would lose this capacity with a machine.

The Chairman then stated that the Board would now go into executive session for the purpose of hearing tenant/landlord complaints and would not reconvene in general session. The membership was polled: Jean Mayo - Aye, Ward Rainnie - Aye, Laura Jackson - Aye, Anthony Glista - Aye, Charles Haynes - Aye.

Time 8:50 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles Haynes
Charles Haynes, Chairman

Falmouth Housing Authority

Executive Session

February 12, 1979

Members Present: Charles Haynes, Chairman
Jean Mayo
Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Elliott Smoler
Edward L. Studley
Frank Duffy

Anthony Glista moved to accept the minutes of January 8, 1979 as printed. Jean Mayo second. All in favor. SO VOTED.

Mr. Smoler presented some 707 rent increases:

- 99 John Parker Road (up)
- 443 Carriage Shop Road
- 19 Leonard Drive
- 24 Cross Road
- 118 Brick Kiln Road
- 574 Carriage Shp Road (up & down)
- 63 Haddon Ave. (down)
- 188 Palmer Avenue

Jean Mayo moved to approve a 6% increase which is the maximum allowed by the Department of Community Affairs. Laura Jackson second. All in favor. SO VOTED.

Mr. Smoler presented a request from Hayden Fitts for an exception for Katherine Gannon. The request was presented before we received the applications of Mrs. Gannon. Mrs. Gannon is an elderly women currently living in a rental unit which is in extreme disrepair. The landlord has been instructed by the health department to make these repairs within a specified time. The landlord brought summary process proceedings against Mrs. Gannon, however, this has been dropped. Mrs. Jackson stated that she knows at least another five families who she would consider an emergency. The Board felt that an exception should not be granted.

Mr. Duffy reported that the court refused to dismiss the motion in the Ann Belloli case because the other defendant, Mr. LaBeet, had never been served. Frank called the attorney for Ann Belloli to ask why and was told that they couldn't find Mr. LaBeet, Mr. Duffy will follow through.

Mr. Smoler reported that Mr. Hickey is dropping his complaint against Rita Leary temporarily because Mrs. Leary has promised that the incidents will not re-occur.

he Ligotti case is scheduled for February 23, 1979.

Mr. Glista reported that a man (a plumber) had approached him concerning how to go about bidding for the plumbing work of the Authority. Mr. Glista will send him in to talk to Mr. Smoler and Mr. Studley.

Mr. Rainnie asked if we couldn't buy a hand drying machine ourselves and install it in the bathrooms. There followed a discussion as to whether or not the bathrooms are public or not. Situation not resolved.

Meeting adjourned 9:30 p.m.

Elliott A. Smoler
Elliott A. Smoler Executive Director

Charles Haynes
Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Jean Mayo
Laura Jackson

Staff Present: Frank Duffy, Esq.

The meeting was called to order at 7:40 p.m. Mrs. Mayo moved to approve the minutes of the meeting of February 12, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Haynes read the status report for the 667 & 705 Programs.

667

Applicants	29
Residents	23

One vacancy in March - filled.

705

3 Bedroom Applications	20
4 Bedroom Applications	15

One three-bedroom vacancy coming up - tenant lined up.

The report of the cablevision committee was tabled.

Next on the agenda was the opening of bids for Exterior Painting at Mayflower.

Joseph J. Costa, Jr.	\$2,170.00
James Conley	1,650.00

Mrs. Mayo moved to award the contract to James Conley, the low bidder, for \$1,650.00. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo moved to pay the bills with the exception of the Section 8 Damage Claim & Vacancy Payment. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Haynes then stated that the Board would go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene in General Session. The membership was polled: Mrs. Mayo - Aye, Mrs. Jackson - Aye, Mrs. Haynes - Aye.

Time: 7:55 p.m


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Laura Jackson
Jean Mayo

Staff Present: Frank Duffy, Esq.

Mrs. Mayo asked about the Section 8 Damage Claim & Vacancy Payment in the amount of \$497.75 to Manuel P. Lopes. The tenant was Robin Peters. The address was 27 Vidal Avenue (up). The tenants, both upstairs and down, were not getting along, after someone set fires in the basement, Ms. Peters decided she would no longer live in the apartment and vacated without proper notice. Mr. Lopes had collected a security deposit from the tenant, therefore, the Authority was liable for the balance for damage. The total damage was \$120.00 - the Authority paid \$96.00. Also, since the tenant vacated before the lease was up, the Authority is liable for 80% of two months rent as a vacancy payment as per the Section 8 Regulations.

Mrs Jackson moved to pay this bill. Mrs. Mayo second. All in favor. SO VOTED.

Meeting Adjourn: 8:00 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles Haynes
Charles Haynes, Chairman

SPECIAL MEETING - FALMOUTH HOUSING AUTHORITY - GIFFORD STREET - MARCH 17, 1979

Members Present: Charles Haynes, Chairman
Laura Jackson
Anthony Glista
Ward Rainnie

Staff Present: Elliott A. Smoler

The meeting was called to order at 9:15 a.m. Mr. Smoler then explained to the Board that the amendments to the Section 8 HAPP contract for the additional twenty units must be approved by the Board, brought up to DCA for their sign-off, and back to HUD by the end of March. Mr. Smoler read the resolution:

WHEREAS, the Falmouth 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 AMERICAN (herein called the "Government", pursuant to a contract between the parties dated the _____ (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.

Ward Rainnie moved to accept the resolution as read. Laura Jackson second. Said motion being made and seconded a roll call was taken:

Ward Rainnie	AYE
Laura Jackson	AYE
Anthony Glista	AYE
Charles Haynes	AYE

Motion carried.

A discussion followed concerning the eighty units of elderly housing for which the Authority is applying. Mr. Smoler stated that we were the only agency on the Cape applying for these funds and it looked good that we would get it this time around. Mr. Smoler also mentioned that we would probably go for convention (construction) not turn-key.

Meeting adjourned at 9:40 a.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles Haynes
Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
 Laura Jackson
 Anthony Glista
 Ward Rainnie
 Jean Mayo

Staff present: Elliott A. Smoler
 Edward L. Studley
 Frank Duffy, Esq.
 Wilma Graham

Also Present: Tom Rackley

The meeting was called to order at 7:40 p.m. Mr. Glista moved to approve the minutes of the regular meeting of March 12, 1979 as printed. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Glista moved to approve the minutes of the sepecial meeting of March 17, 1979 as printed. Mrs. Rainnie second. All in favor. SO VOTED.

Mr. Studley gave a status report on the 667 and 705 Programs.

667

Applicants	29
Residents	22

One vacancy at Salt Sea Lane was filled on 4/1/79, One at 10 Choate Lane was filled on 4/1/79. One at 32 Rose Morin Drive will be filled 4/15/79.

705

3 Bedroom applicants	21
4 Bedroom applicants	12

No vacancies.

Mr. Smoler then discussed a new Section 8 program which will be available for applications the end of April. The program is for moderate re-habilitation of existing units. Mr. Rackley presented some preliminary plans he has for two buildings in East Falmouth which he feels could be utilized under this program. One building is L-shaped and could accomodate 13 units with provisions for handicapped units on the first floor. The other building can accomodate five units (1st and 2nd floor). Mr. Rackley stated that the sewerage system that is there is not the original, but has been redesigned. He also stated that he has approached Mr. Philip Holmes, an engineer, to re-design the system if needed. There is also sufficient parking on the property. Mr. Rackley's next step would be to go to the Board of Appeals. However, Mr. Rackley would like the backing of the Board if we feel the project is feasible. After discussion, Mrs. Mayo stated that she feels we should proceed with the project. Mr. Haynes felt that we should back Mr. Rackley fully. Mr. Rainnie agreed. The Board would like to set up a meeting to view the property. Mr. Smoler stated that the FHA would be the agency to apply for the funds and we would decide who would get it. Financing would be long-term mortgate. The rental rate would be about \$310 per month including utilities. The owner would own the bulding and maintain the building, but this agency would manage.

Mr. Smoler stated to the Board at the Falmouth Tenants Organization could not attend the meeting, but would like to request recognition. All the equipment and books from the Tenants Union of Falmouth has been returned. Mrs. Mayo moved to recognize the Falmouth Tenants Organization (FTO) for the purpose of negotiations. Mr. Rainnie second. All in favor. SO VOTED.

Nr, Glista reported that there was no report of the Cablevision Committee. Mr. Studley mentioned that the plans for Mayflower, Salt Sea, and Rose Morin had not been returned.

Mr. Smoler reported that the application for 80 units of elderly housing has been received by HUD and was in the process of being reviewed. There has been a slight hold up due to an old Housing Assistance Plan filled by the Town which called for only 30 units of elderly housing in the Town. This has been now revised and the application is now in legal.

Mrs. Jackson moved to pay the bills. Mr. Glista second. All iv favor. SO VOTED.

198
Mr. Studley reported that there was one painting bid for the 705 house at Old Barnstable Road. This is for exterior painting. Joseph Costa, Jr. was the only bidder of six people notified. His bid was \$560.00. Mr. Glista moved to accept the bid of Joseph Costa, Jr. in the amount of \$560.00 for the exterior painting at Old Barnstable Road. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Smoler then discussed the NAHRO conference to be held May 20th thru 23rd at the Sea Crest in North Falmouth. Secretary Mathews, Paul Tsongas, Marvin Siflinger and other speakers will be present. Registration is \$75.00 per person. Meals about \$30.00 per day. Mr. Smoler, Mrs. Studley and Mr. Haynes plan to attend the conference. Mrs. Mayo moved to approve three registrations. Mrs. Jackson second. All in favor. SO VOTED. Anyone of the Board members who plan to attend the dinner on Sunday evening will tell Mr. Smoler and he will arrange for meals.

In regards to the hospitality booth, Mrs. Mayo moved \$250.00 (for booth and extra dinners). Mrs. Jackson second. All in favor. SO VOTED.

Mr. Studley read a letter from Walter Buquey to the Board. Mr. Buquey would like to be notified when the lawn care bids go out.

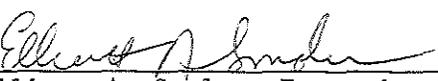
Mr. Studley then asked the Board how they would like the lawn care and snow removal bids to go out. After some discussion, the Board decided to bid the lawn care as mow and trim, and the snow removal separately. Also, Mrs. Mayo asked Mr. Smoler to look into the possibility of approaching a landscape architect about redesigning the lawns at the projects with a view of saving money.

Mr. Studley stated that the fuel oil bids were sent out. The opening is 4/16/79.

Mr. Smoler asked that Board to extend the contract of our current accountants as they are doing excellent work and are not planning to increase their price until we have additional units. Mrs. Mayo moved to accept Mr. Smoler's recommendation. Mr. Rainnie second. All in favor SO VOTED.

The Chairman then stated that the Board would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene in General Session. The membership was polled: Mrs. Mayo - Aye, Mr. Rainnie - Aye, Mrs. Jackson - Aye, Mr. Glista - aye, Mr. Haynes - Aye.

Time : 9:20


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

APRIL 9, 1979

Members Present: Charles Haynes, Chairman
Laura Jackson
Jean Mayo
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffey, Esc.
Wilma Graham

Mrs. Mayo moved to approve the minutes of the executive session of February 12, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Mayo moved to approve the minutes of the executive session of March 12, 1979 as printed. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Smoler presented the requests for rent increases. Mr. Dumbar requests increases for his properties at:

68 Corte Real Ave., 44 Corte Real Ave., 7 Santa Maria Lane, 8 Santa Maria Lane, & 11 Santa Maria Lane.

Mr. Travaline presented a request for his property at 12 Fisher Road, Mrs. Fantasia presented a request for 14 Fisher Road. Mrs. Jackson moved to approve the 6% increase allowed by DCA. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Smoler and Mr. Duffy met with Elmer Lander's attorney in regards to his damage claim for the house in West Falmouth occupied by Mrs. Schroeder. The claim was originally for \$3,600. They feel an offer of \$500.00 would be appropriate at this time. Under the old administration, DCA must approve any claim over \$200.00. Therefore, they feel the offer should state subject to DCA approval. Mr. Rainnie moved the \$500.00 offer subject to DCA approval. Mrs. Mayo second. All in favor. SO VOTED.

The Ligotti trail is set for April 27, 1979.

Mr. Duffy received notification that the LaBeet's were finally served in the Ann Belolli case.

Mr. Duffy stated that we had received the eviction in the McNeilly case. Mr. Smoler stated that she would be moving on 4/10/79.

Meeting adjourned 10:00 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles Haynes
Charles Haynes, Chairman

Falmouth Housing Authority

Gifford Street

May 24, 1979

Members Present: Charles Haynes, Chairman
Laura Jackson
Ward Rainnie
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esquire

The meeting was called to order at 7:55 p.m.

The minutes of the meeting of April 9, 1979 were approved as printed. Ward Rainnie so moved. Anthony Glista second. All in favor. SO VOTED.

Payment of the May bills was moved by Mr. Rainnie. Seconded by Mrs. Jackson. All in favor. SO VOTED.

Mr. Studley gave his status report:

667 Program

31 Applications
23 Residents

One vacancy at Rose Morin Drive filled May 16, 1979

705 Program

3 Bedroom 21 applicants
4 Bedroom 11 applicants

No Vacancies.

Mr. Glista gave the report of the Cablevision Committee. Mr. McNamara and an executive of Cablevision will be attending the June meeting to present cost figures.

Next on the agenda were the Fuel Oil Bids:

Blue Falme Oil Service	Current tank price	\$.5059
	Delivery addition	.04
	Current BID Price	.5459
	Posted tank car price subject to change	

Earle's Service Station

Present Retail Price per Gal. } \$.619
Less. .030
CURRENT BID PRICE .589
Current retail price subject to change

Wright-Jennings Oil Co.

Posted tank car price \$.5050
Freight & mark up .0720
Delivered price .5770
Tank Car price subject to change

Sorrenti Bros., Inc.

Providence Price \$.502
Delivery Addition .045
Current Bid Price .547
Price subject to change by supplier.

Mr. Glista moved to award the contract to the low bidder, Blue Flame Oil Service.
Laura Jackson second. All in favor. SO VOTED.

The next item discussed was the lawn care bids:

James L. Conley

Bayberry	per mow and trim	\$173.50
	Labor-hourly rate	6.05
Salt Sea	per mow and trim	87.15
	labor-hourly rate	6.05
Mayflower	per mow and trim	57.00
	labor-hourly rate	6.05

Grafton Briggs

Bayberry	mow and trim	\$254.00
	labor-hourly rate	8.50 per man
Salt Sea	mow and trim	130.00
	labor-hourly rate	8.50 per man
Mayflower	mow and trim	126.00
	labor-hourly rate	8.50 per man

Walter Buquey

Mayflower	mow and trim	\$1,050.00
	including labor and use of lawn mower of Choate Lane	
	weeding	\$1,050.00

Franks Green House &
Landscaping Co.

Bayberry	mow and trim	\$175.00
	labor-hourly rate	8.00 per man
Salt Sea	mow and trim	180.00
	labor-hourly rate	8.00 per man
Mayflower	mow and trim	170.00
	labor-hourly rate	8.00 per man

Mr. Glista moved to award the contract to the low bidder, James L. Conley. Mrs. Jackson
second. All in favor. SO VOTED.

Next on the Agenda was the Snow Removal bids:

James L. Conley

Labor-hourly rate	\$6.05
Equipment and operator	\$10.35

All three projects.

Grafton Briggs

Labor-hourly rate	\$10.00 per man
Use of Snow blower	17.00/hr. with operator
Use of Snow plow	22.00/hr. with operator
Use of truck-sand-salt	8.00/hr. no operator

Frank's Greenhouse and Landscaping Co.

Labor-hourly rate	\$8.00 per man
Use of Snow Blower	9.00/hr. with operator

Mr. Glista moved to award the contract to the the low bidder, James L. Conley. Mrs. Jackson second. All in Favor. SO VOTED.

Next on the agenda was the ribbish bids:

James Conley	\$110.00/mo.
DEK, Inc.	120.00/mo.
Five Star Enterprises	80.00/mo.

Mr. Rainnie moved to award the contract to the low bidder, Five Star Enterprises. Mr. Glista second. All in favor. SO VOTED.

The Chairman then stated that the Board would now convene into Executive Session for the purpose of hearing tenant/landlord complaints and would reconvene in General Session. The membership was polled: Mr. Rainnie -Aye, Mrs. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Time 8:10 p.m.

Reconvene General Session at 8:45 p.m.

Mrs. Jackson moved to open nominations for Chairman. Mr. Rainnie second. Mrs. Jackson nominated Charles Haynes for Chairman. Mr. Glista second. There being no further nominations, nominations for chairman were declared closed.

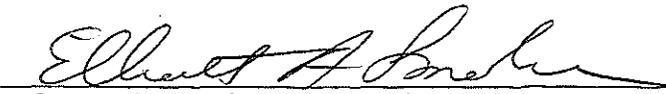
Mr. Glista moved to open nominations for vice-chairman. Mrs. Jackson second. Mr. Glista nominated Mrs. Jackson for vice-chairman. Mr. Rainnie second. There being no further nominations, nominations were declared closed.

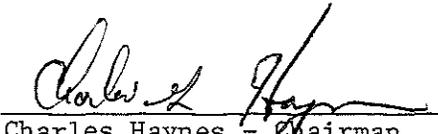
Mr. Glista moved to open nominations for treasurer. Mrs. Jackson second. Mr. Glista nominated Mr. Rainnie for treasurer. Mrs. Jackson second. There being no further nominations, nominations were declared closed.

Mr. Glista moved to open nominations for assistant treasurer. Mr. Rainnie second. Mr. Glista nominated Jean Mayo as assistant treasurer. Mr. Rainnie second. There being no further nominations, nominations were declared closed.

Mr. Rainnie moved to open nomination for assistant secretary, Mrs. Jackson second. Mr. Rainnie moved to nominate Anthony Glista as assistant secretary. Mrs. Jackson second. There being no further nominations, nominations were closed.

Laura Jackson moved that the Secretary cast one vote for the slate of officers and cast one vote for each nomination and second not previously voted upon. Ward Rainnie second. All in favor. SO VOTED.


Elliott A. Smoler, Executive Director


Charles Haynes - Chairman

Falmouth Housing Authority

Executive Session

May 24, 1979

Members Present: Charles Haynes, Chairman
Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esquire

Mr. Smoler presented the 707 requests for rent increases:

- | | |
|---------------------|------------------------|
| Richard L. Kinchla | 215 Fresh Pond Road |
| Jane Cafarella | 27 Deepwood Road |
| Robert "Bubba" Pena | 77 John Parker Road |
| Helen Nader | 23 Deepwood Road |
| Philip Furtado | 23 Seacoast Boulevard |
| Robert Ventresco | Columbus Drive |
| John Kennedy | 23 Oak Street |
| Robert Pacheco | 16 Pacheco Path (down) |
| Joseph Andrade | 101 Sandwich Road |
| Oscar Wolf | 46A King Street |

Mr. Jackson moved to approve 6% or the requested amount whichever was lower. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler stated that our accountants request a formal vote to write off \$311.00 for Richard Chalker's rent arrearage. This was incurred under the Section 23 Program. The tenant is now deceased and there is no money in the estate. Mrs. Jackson so moved. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler received a verbal request from Mrs. McNeilly regarding her 707 funding. She would like the Board to approve her request for an issuance of her 707 funding back. Mr. Smoler recommended not to issue a certificate due to the fact that she still owes a damage claim for Barrows Road, that she has not yet as finished her re-evaluation of income which started last summer, and that she did not vacate her last premises even though she had a year's notice and she finally had to be evicted. Mrs. Jackson moved not to approve Mrs. McNeilly's request based on the recommendation of the Executive Director. Mrs. Rainnie second. All in favor. SO VOTED.

Mr. Smoler stated that congressional release on the 80 unit application was expected within the next two weeks.

Mr. Rainnie moved to approve the Minutes of the Executive Session of April 9, 1979 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. Duffy advised the Board that the Ligotti claim for 188 Palmer Ave. (rear) was settled for \$475.00. The original claim was for \$2,500. Mr. Duffy informed DCA of this settlement. They need formal Board approval. Mr. Glista moved to pay this damage claim in the amount of \$475.00. Mrs. Jackson second. All in favor. SO VOTED.

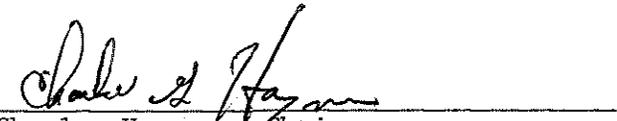
The Elmer Landers claim for 904 West Falmouth Highway can be settled for \$500., subject to D.C.A. approval. The original claim was for \$3,610.25. Mr. Rainnie moved to pay \$500.00 subject to DCA approval. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Duffy reported that Ann Belloli has agreed to settle her suit for \$5,000.00. The Insurance Company for the LaBeet's would like the Authority to pay \$2,500 and they will pay \$2,500. Mr. Duffy informed the insurance company that we could not pay \$2,500. However, Mr. Duffy would like approval for the Board to try to settle for \$200.00. Mr. Duffy is concerned that if the Insurance Company should settle we could be taken to court for the balance of the claim, \$95,000. The insurance would get a signed release for the LaBeet's, but the Authority would not. The Board's feeling was that to pay anything would indicate that we felt in some way responsible. Mr. Duffy felt the Board should know that this payment of \$200. would not indicate any responsibility, but would allow the Authority to get out of the situation cheaply. There was a death involved and if Ms. Belloli should decide to take us to court, there is no guarantee that the jury would not award her considerably more than \$200. Mr. Glista moved to authorize Mr. Duffy to try to settle for \$200. subject to DCA approval. Mr. Rainnie second. Mr. Glista and Mr. Rainie voted yes; Mrs. Jackson voted no. Motion carried.

Adjourned to General Session - 8:45 p.m.

Meeting adjourned - 8:50 p.m.


Elliott A. Smoler - Executive Director


Charles Haynes - Chairman

Members Present: Charles Haynes, Chairman
Anthony Glista
Laura Jackson

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esq.

The meeting was called to order at 7:40 p.m.

Mr. Glista moved to accept the minutes of the meeting of May 24, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Studley gave the status report:

667 Program

Applicants 30
Residents 22

1 Vacancy at 18 Salt Sea Lane - filled.

705 Program

3 Bedroom applicants 25
4 Bedroom applicants 14

No. vacancies.

The report of the Cablevision Committee was tabled.

Mr. Studley would like to renew the existing contract with Atlas Alarm Systems for the period 7/1/79 to 6/30/80. Atlas inspects the systems every (90) ninety days and is doing a very good job. Also, no one else in the area does this kind of work. The price for the Salt Sea Project is \$374; the price for Rose Morin is \$399. This is a \$14. increase for Salt Sea and \$15 for Rose Morin; however, no increase was granted last year. Mr. Glista moved to renew the contract with Atlas Alarm Systems. Mrs. Jackson second. All in favor. SO VOTED.

Notification was received from HUD giving approval for a new 80 unit elderly development. Initial loan funding will be \$4,823,000; ACC \$346,147. The deadline for submitted paperwork is January 31, 1980. Mr. & Mrs. William Canty through Mr. Ugo Tassanari of the Worthington and Vincent Real Estate Office would like to submit a site for consideration. The site is on Scranton Avenue, Lots 27, 31 & 32 near the Admiralty and the A & P. Mr. Smoler feels that this is the best site available. Several other sites were discussed, however, there are problems with access, sewerage, traffic, etc. Mr. & Mrs. Canty submitted a plot plan for consideration. There is approximately 5.165 acres to this site. After viewing the plans and considering alternatives, Mrs. Jackson moved to give the staff and our attorney the power to negotiate and enter into an agreement subject to HUD and Board of Appeals approval for an 80-unit housing complex for the elderly of Falmouth. The site to be located at lots 27, 31, & 32 Scranton Avenue owned by Mr. & Mrs. William Canty through Mr. Ugo Tassanari of Worthington and Vicent Real Estate. Mr. Glista second. All in favor. SO VOTED.

Mrs. Jackson moved to pay the bills. Mr. Glista second. All in favor. SO VOTED.

Mr. Studley informed the Board of notification from the Board of Appeals of a hearing. G. Allenby has applied for a special permit to store trucks and equipment at Lot 5 Brick Kiln Road. One of our 705 houses is near this site. The hearing is set for Monday, June 18, 1979. The Board did not feel we had any objection to this permit.

Mr. Studley read a letter from Nancy Axon of Elder Services of Cape Cod requesting office space at the Salt Sea Project. Ms. Axon is dealing with Falmouth clients and needs to be based in this area rather than Pocasset. Ms. Axon states that while funding does not permit a high rent, they will be able to pay utility costs. Ms. Axon has provided many services for our tenants in the past. Mrs. Jackson asked if our attorney would please draw up some kind of contract. Mr. Glista moved to give this office space at Salt Sea Lane to Elder Services. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Studley then presented the bids for Lawn and Asphalt Work at Rose Morin Drive.

Frank's Greenhouse and Landscape Service \$1,664.00
Robello's Nursery 1,933.00

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Mrs. Jackson moved to award the contract to the low bidder, Frank's Greenhouse, in the amount of \$1,664.00. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler informed the Board that the State is re-activating the 705 Program. There is money allocated which has to be spent on this program. Mr. Smoler feels that we should apply for our original allocation of 50 units.

Mr. Smoler then informed the Board that HUD is requiring that all Housing Managers be certified. At the present time the fee is \$110.00 but it may go down to \$75 or \$85. Mr. Smoler feels that all employees should receive this certification now while we can be grandparented since we all have four years of service. By 1981 all employees will have to be certified in order to be hired. Mrs. Jackson moved that Certifications for the staff members should be obtained. Mr. Glista second. All in favor. SO VOTED.

The budgets for fiscal year 1980 were presented:

Mr. Glista moved to accept the proposed 667 budget for the fiscal year 1980. Mrs. Jackson second. All in favor. SO VOTED.

Mrs. Jackson moved to accept the proposed 705 budget for the fiscal year 1980. Mr. Glista second. All in favor. SO VOTED.

Mr. Glista moved to accept the proposed 707 budget for the fiscal year 1980. Mrs. Jackson second. All in favor. SO VOTED.

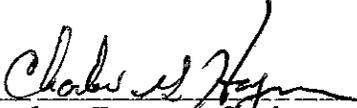
Mrs. Jackson moved to certify that: a) L & I rates are being paid, b) the Executive Director's salary is consistent with the Executive Director's Salary Schedule effective 4/1/78, and c) the Authority has budgeted for all provisions as required by the Contract for Financial Assistance (CFA), including but not limited to: insurance, retirement system, provision for operating reserve, and the payment in lieu of taxes (where applicable). Mr. Glista second. All in favor. SO VOTED.

Mrs. Jackson moved to accept the Section 8 budget for the fiscal year 1980. Mr. Glista second. All in favor. SO VOTED.

The Chairman then stated that the Board would now convene in Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Mr. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Time 8:40 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Falmouth Housing Authority

Executive Session

June 11, 1979

Members Present: Charles Haynes, Chairman
Laura Jackson
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studey
Frank Duffy, Esq.

Mr. Haynes requested a correction to the Executive Session minutes of May 24, 1979. Jane Cafarell's request for an increase was for 27 Deepwood Road, not 31 Deepwood Road. Mrs. Jackson moved to accept the minutes of the Executive Session of May 24, 1979 as corrected. Mr. Glista second. All in favor. SO VOTED.

Mr. Smoler presented some 707 rent increases:

Mr. Kinchla - 4 Blueberry Lane
Mr. Kinchla - 11 Leonard Drive
Gerald Ridge - 35 Morris Street

Mr. Glista moved to approve 6% or the figure requested whichever is lower. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler presented a request for William and Anita Scotland for a damage claim payment of 2 months rent as stipulated in the lease. Doris McNeilly was the tenant. The Scotland's claim that they had to take a reduced price in order to sell the house because of damages. They themselves did not make repairs. The new owners are making all repairs to the property. Mr. Smoler recommends that this be turned over to the attorney.

Another damage claim was presented. Mr. Drosopolous has submitted a damage claim totalling \$6,302.75 for the property located at 313 Seacoast Boulevard. No one is sure when the tenant's vacated. Mr. Smoler stated that the lease quarantees only two months rent for tenant damage. He recommended that this be turned over to our attorney to settle for up to two months rent.

Meeting adjourned: 9:00 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles J. Haynes
Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY SPECIAL MEETING JUNE 20, 1979

Members Present: Charles Haynes , Chairman
 Laura Jackson
 Anthony Glista

Staff Present: Elliott A. Smoler
 Edward L. Studley

The meeting was called to Order at 3: 40 p.m.

The Chairman asked for a roll call:

Jean Mayo	ABSENT
Ward Rainnie	ABSENT
Laura Jackson	PRESENT
Anthony Glista	PRESENT
Charles Haynes	PRESENT

The Chairman declared a quorum present.

Mr. Smoler read a resolution authorizing execution of Amendatory Annual Contributions Contract: ←

WHEREAS, The Falmouth 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 _____ (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.

Mr. Smoler then read Amendment No. 2 - Amendment to Consolidate Annual Contributions Contract:

THIS AMENDATORY AGREEMENT, entered into as of the _____ day of _____, 1979, by and between the UNITED STATES OF AMERICA (herein called the "Government") and the FALMOUTH HOUSING AUTHORITY (herein called the "Local Authority") of Falmouth, Massachusetts, organized and existing under the laws of the Commonwealth of Massachusetts, and a "public Housing agency" as defined in the Housing Acts of 1937, as amended; WITNESSETH:

WHEREAS, the parties having entered into an Annual Contributions Contract, dated the 25th day of April, 1972 (herein called the "Existing Contract"), now desire to amend said Contract.

NOW THEREFORE, in consideration of the mutal promises herein set forth, the parties agree that the said Contract be amended as follows:

1. By cancelling out the words and figures pertaining to Project No. Mass. 47-1. The previous funds of \$155,763 and 70 units have been re-distributed to Section 8 Existing Project No. MA06-E047-003.
2. This has been approved by List No. B-79-405

Mrs. Jackson moved to accept the resolutions as read in full and considered. Mr. Glista second. All in favor. SO VOTED.

	<u>AYES</u>	<u>NAYS</u>
Mrs. Jackson	AYE	
Mr. Glista	AYE	
Mrs. Haynes	AYE	

The Chairman declared said resolution adopted and motion carried.

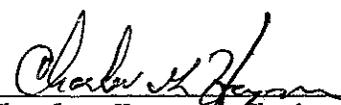
Mr. Smoler briefly mentioned that the application for 80 units of Public Housing is already behind schedule. He is meeting with an architect on Friday, June 21, 1979 and hopes to set up a time for the architect to come and speak with the Board members. There is a construction meeting with HUD next week.

Mr. Smoler then menitoned that he has been asked to serve on a national board with NAHRO which would mean some travel to at least four meetings. Mr. Smoler would like a vote of confidence from the Board before he agrees to accept such a position. The Board members present felt there would be no objection of Mr. Smoler serving in this position and unanimously gate there vote of confidence to Mr. Smoler.

Mr. Smoler also mentioned that the National NAHRO conference in Atlanta is scheduled for September 26 thru 30, 1979 and should be booked now. Mrs. Jackson indicated her desire to attend this conference and would let Mr. Smoler know as soon as possible.

Meeting adjourned at 3:55 p.m.


Elliott A. Smoler, Executive Directo


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

SPECIAL MEETING

June 27, 1979

Members Present: Charles Haynes, Chairman
Laura Jackson
Anthony Glista
Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Frank K. Duffy, Esq.

Also Present: Ronald Axelrod, Community Resources Group
Robert Engler, Dommunity Resources Group
Mr. & Mrs. William Canty

CRG reviewed for the Board their experience and expertise in the field of public housing and elderly housing projects. Cited were the developments and packages in such areas as Sudbury, the South End, Mashpee, Harwich etc. They have been involved in this field for over ten years.

1017

CRG viewed the site this morning. It was mentioned by one of the Board Members that the back of the A & P would not be a pleasant view. CRG stated that this could easily be screened. They mentioned that they are a very participatory firm and are more than willing to be involved in all phases of planning and development including planning board, appeals board, etc. if needed. Noise from the A & P would also be a favor - the screening would take care of this problem. A question was raised in regards to parking - no problem. Another question was raised concerning sewerage and drainage - again no problem.

Mrs. Jackson asked about designs. CRG cited one plan and have others available for review. Mr. Haynes mentioned staggered roof lines. Mr. Smoler mentioned that we are planning office space, etc. in the building. Mr. Rainnie asked if the State mandated the size of the rooms. CRG stated that there is an MPS standard for dimensions, storage, etc.

The next step would be to set up a project plan & meet with HUD. The Authority would bring in their architect & consultant to meet with HUD's architects & people. A schedule & rules would be set up. Mrs. Jackson asked about the time schedule. CRG stated that all working drawings would be done by the winter & then go out to bid. Considering HUD's review processes, ground breaking would be in the Spring with hard work and planning.

Mrs. Jackson asked about minority contractors; i.e. is it broken down into landscaping, plumbing, etc. CRG stated that it is not broken down that fine, but there are requirements. Mr. Smoler mentioned that this includes women also.

No major problems are anticipated. CRG is confident that they can develop the package and work with HUD, the Authority and any other agency involved.

Mrs. Jackson moved that the Falmouth Housing Authority engage the Community Resources Group to proceed with the package, development and design of the elderly housing units and execute the standard HUD Agreement. Mr. Rainnie second. All in favor. SO MOVED.

Mr. Duffy presented the option he had drawn up for the land and asked if there were any questions. CRG thought a clause should be added stated subject to HUD approval for purchase price. Appraisals will have to be done on the property. Mr. Duffy felt that the Option, rather than a purchase and sale agreement, would be sufficient. The option is for six months, with a renewable clause for three months. CRG still felt that the HUD approval clause should be added because of the time element in getting site approval, appraisals, etc.

Mr. Rainnie moved that the Chairman be authorized to sign and execute the option with Tibbell Realty TRust for the purchase of Lots 27, 31 and 32 on Scranton Avenue. Mrs Jackson second. All in favor. SO MOVED.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Falmouth Housing Authority

Gifford Street

July, 9, 1979

Members Present: Charles Haynes, Chairman
Anthony Glista
Laura Jackson

Staff Present: Edward L. Studley

The meeting was called to order at 7:45 p.m.

Mr. Glista moved to accept the minutes of the meeting of June 11, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Studley gave his status report:

667 Program

Applicants	28
Residents	21

3 Vacancies - 1 at Mayflower, 1 at Salt Sea Lane, 1 at Rose Morin. To be filled by 7/31/79.

705. Program:

3 Bedroom applicants	25
4 Bedroom applicants	14

One 3 BR vacancy filled 7/1/79.

There was no report of the Cablevision Committee.

Mr. Haynes read a letter from Mr. Duffy requesting a renewal of his legal contract for the period July 1, 1979 to June 30, 1980 as written. Mrs. Jackson so moved. Mr. Glista second. All in foavor. SO VOTED.

Mr. Studley asked the Board to appropriate funds to send three representatives to the National NAHRO convention in Atlanta. Mrs. Jackson, Mr. Smoler and Mr. Studley plan to attend. Mrs. Glista moved to allow a figure not to exceed \$2,100 for three people to attend the convention in Atlanta from September 26, thru October 30, 1979. Mr. Haynes second. All in favor. SO VOTED.

Mrs. Jackson moved payment of the bills. Mr. Glista second. All in favor. SO VOTED.

The Chairman then stated that the Board would convene into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene into General Session. The membership was polled: Mrs. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

TIME: 7:50 p.m.


 Elliott A. Smoler, Executive Director


 Charles Haynes, Chairman

Falmouth Housing Authority Executive Session July 9, 1979

Members Present: Charles Haynes, Chairman
 Anthony Glista
 Laura Jackson

Staff Present: Edward L. Studley

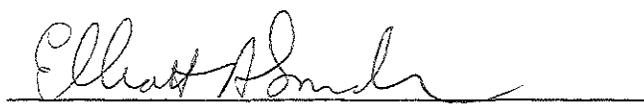
Mrs. Jackson moved to approve the minutes of the Executive Session of June 11, 1979 as printed. Mr. Glista second. All in favor. SO VOTED.

A request for an increase for the 707 program was presented.

Landlord - Alfred Welch III - Property - 2 Bauer Lane, Falmouth - Request - 6%

Mrs. Jackson moved to approve this 6% increase. Mr. Glista second. All in favor. SO VOTED.

Meeting adjourned: 7:55 p.m.


 Elliott A. Smoler, Executive Director


 Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY - August 13, 1979 - GIFFORD STREET

Members present: Charles Haynes, Chairman
Jean Mayo
Laura Jackson
Ward Rainnie

Staff present: Elliott Smoler
Edward Studley
Frank Duffy

Also present: Mike Crimmins

The meeting was called to order at 7:25 p.m.

The membership was polled and the following answered present:

Charles Haynes
Laura Jackson
Ward Rainnie
Jean Mayo

ABSENT:

Anthony Glista

The Chairman declared a quorum present. Mr. Smoler then read a resolution authorizing execution of preliminary loan contract and general depository agreement and issuance of preliminary notes. Said resolution being duly read and considered, Mrs. Jackson moved to accept said resolution as read and considered. Mr. Rainnie second. All in favor:

Charles Haynes	AYE
Laura Jackson	AYE
Ward Rainnie	AYE
Jean Mayo	AYE

Motion carries. (Copy of resolution attached.)*

Mr. Haynes then read a letter from Community Resources Group asking for payment of \$10,000 for a packaging contract which would be in addition to the already agreed upon price and contract. Mr. Smoler was asked to get clarification from CRG as the Board was of the opinion that the signed contract for the specific amount was to include everything. Frank Duffy to look over contracts.

Mr. Rainnie moved the minutes of the meetings of June 20, 27 and July 9, 1979 be approved as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Rainnie moved to pay the bills. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Studley reported that on the waiting list for the 667 Program there was:

Applicants	32
Residents of Falmouth	23

One vacancy at Rose Morin Drive - filled August 1, 1979.

On the 705 Program:

3 Bedroom Applicants	24
4 Bedroom Applicants	10

No Vacancies

There was no report of the Cablevision Committee.

Mr. Studley reported that two bids were received for exterior painting on one of the 705 houses - Sao Paulo Drive:

Joseph Costa, Jr.	\$560.00
James Conley	700.00

Mr. Rainnie moved that we accept the low bid of Joseph Costa for \$560.00. Mrs. Jackson second. All in favor. SO VOTED.

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Mr. Smoler gave a progress report on the 80 units of elderly. We're four days ahead of schedule. Mr. Holmes, an engineer, is on the site doing tests - tentative date of site approval could be September 23, 1979. Then the report would be sent to legal. Mr. Haynes asked if we would make the deadline on the option agreement - Elliott said probably not. A C.C.P.E.D.C. hearing is set in the near future (they are the local planning agency). The absolute deadline for site acquisition is April 21, 1980-Mr. Smoler hopes for February.

The Chairman then stated that there being no further business that the Board would now convene in Executive Session for the purpose of hearing landlord/tenant complaints and would not reconvene in General Session. The membership was polled: Mrs. Mayo-Aye, Mr. Rainnie-AYE, Mrs. Jackson-AYE, Mr. Haynes-AYE.

Time: 8:10 p.m.

FALMOUTH HOUSING AUTHORITY

*(Resolution)

RESOLUTION AUTHORIZING EXECUTION
OF PRELIMINARY LOAN CONTRACT AND
GENERAL DEPOSITARY AGREEMENT AND
ISSUANCE OF PRELIMINARY NOTES

WHEREAS the Falmouth Housing Authority (herein called the "Local Authority") proposes (1) to enter into a contract (herein called the "Preliminary Loan Contract") with the United States of America (herein called the "Government") providing for financial assistance by the Government to the Local Authority under the United States Housing Act of 1937 (42 U.S.C. 1401 et seq.); (2) to enter into an agreement (herein called the "General Depositary Agreement") with and with each of which is a member of the Federal Deposit Insurance Corporation and is (herein called the "Bank"); and (3) to authorize the issuance of its notes as evidence of advances to be made by the Government to the Local Authority pursuant to the Preliminary Loan Contract.

BE IT RESOLVED BY THE LOCAL AUTHORITY, AS FOLLOWS:

Section 1.

The Preliminary Loan Contract in substantially the form of HUD-52480 hereto attached and marked "Exhibit A" is hereby approved and accepted both as to form and substance and the Chairman or Vice Chairman is hereby authorized and directed to execute said Contract in quadruplicate on behalf of the Local Authority, and the Secretary, Mr. Elliott A. Smoler, is hereby authorized and directed to impress and attest the official seal of the Local Authority on each such counterpart and to forward said executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 2.

The General Depositary Agreement in substantially the form of agreement hereto attached and marked "Exhibit B" is hereby approved and accepted both as to form and substance and the Chairman or Vice Chairman is hereby authorized and directed to execute said Agreement in quintuplicate on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority to each such counterpart, and to forward three executed counterparts thereof to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 3.

The Chairman or Vice Chairman or the Secretary is hereby authorized to file with the Government from time to time as monies are required, requisitions together with the necessary supporting documents requesting advances to be made on account of the loan provided in the Preliminary Loan Contract, and the proper officers of the Local Authority shall prepare, execute, and deliver to the Government Preliminary Notes hereinafter authorized and shall accept payment therefor from the Government in cash and/or exchange for other notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Preliminary Notes shall be deposited and disbursed only in accordance with the provisions of the Preliminary Loan Contract.

on supposed gas leaks over the past several months. There is no gas leak and Mr. Crimmins has bills mounting up from the gas company. His fire insurance has been cancelled because Mrs. Lombard called them to report this leak. He's been getting month-to-month coverage from different insurance companies. The Gas Company insists there is no leak, the gas inspector for the Town says there is no leak - pressure tests were conducted, and this found no leak. Mrs. Lombard was informed that if she called the gas company again and there was a problem, that it would be handled by the landlord. However, if she called and there was no problem, that the bill would be hers. (Mr. Crimmins presented bills to the Board in regards to the gas company). Mrs. Lombard has now decided that there is "loose wire" somewhere in the house. An electrician was at the house not more than two weeks ago checking the entire house - and he found no problem. Also if there is a loose wire, it should be very noticeable. Mr. Crimmins asked the Board for permission to evict this tenant and also that the Board reconsider giving this girl another subsidy. The Board informed Mr. Crimmins that they would take his request under advisement. The Board then decided to allow Mr. Crimmins to evict this tenant. However, Mr. Duffy advised that the Board not decide whether to give the girl a subsidy until she has requested one.

Mr. Smoler presented some 707 rent requests:

Rogers and Tirrell	6 Loden Green
Richard Kinchla, Jr.	6 Leonard Drive
David O'Reilly	16 Churchill Drive
	299 Seacoast Boulevard
Fred Cusolito	10 Mello Road

Mrs. Mayo moved to approve 6% which is the maximum allowed by DCA. Mrs. Jackson second, All in favor. SO VOTED.

There was a damage claim for Martha Munro at 7 Santa Maria Lane in the amount of \$75.00. This bill will be forwarded to the tenant.

Mr. Smoler explained that an informal conference was scheduled with Judy Briggs twice. She has not appeared for either conference. The purpose of the conference was to discuss the damage that has been caused at the house, i.e. rugs being torn up, broken windows and doors, etc. Since the tenant has an outstanding damage claim of \$900, a conference was called to see if the damage could be stopped. Laura Jackson, taking the advice of counsel, moved to grant permission to evict to the landlord. Mrs. Mayo second. All in favor. SO VOTED.

Mr. & Mrs. Scotland have asked that the Board review their decision not to pay the two months in lieu of damages for the lower selling price that they had to accept. The Board still felt that the damages were not repaired and that there is no way of telling if they did have to accept a lower price for the house.

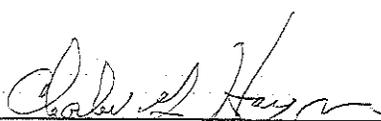
Mrs. Jackson asked about Manuel Morris of Morris Street. Mr. Smoler stated that we have tried for four months to complete the annual re-evaluation with no success. In addition, this is the last year for the lease and contract - there is no renewal. The landlords were in that day and stated that Mr. Morris owed them over \$1,000 back rent. Mrs. Jackson stated that Mr. Morris explained to her that he pays the water bill and also has painted the house. Mr. Smoler explained that the water bill is supposed to be paid by the landlord and that he should also paint or make some arrangement with the tenant for suitable compensation.

Mr. Haynes read a letter from Wilma D. Graham rendering her resignation. The Board decided to accept the resignation with their regrets. A party and momento was discussed.

Mr. Smoler then stated that he would like to reorganize the office at this time. Wilma's position would be made strictly clerical with all responsibility for administering the rental programs being given to the administrative assistant. The Board Mr. Smoler to submit job descriptions and salary schedules. A special meeting was scheduled for Friday, August 17, 1979, to go over material.

Meeting adjourned 9:15 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Anthony Glista
Ward Rainnie
Laura Jackson
Jean Mayo

Staff Present: Elliott Smoler
Edward Studley
Frank Duffy

Also Present: Ron Axelrod, Community Resources Group
Frank McNamara, Cablevision
J. William Servis, Cablevision
Jerry Lyannais, Cablevision

Meeting was called to Order at 7:40 p.m.

Mr. Rainnie moved to approve the minutes of the meeting of August 13, 1979 as printed. Mr. Glista second. All in favor. SO VOTED.

Mr. McNamara, Mr. Servis and Mr. Lyannais discussed the possibility of Cablevision in the three elderly developments. There are three different methods of hooking up this service. Two methods would mean using existing wiring, etc. However, 100% of the tenants would have to take the service. They could, of course, hook up individually as the tenants requested service. This would not include the use of our system (i.e. master antenna, etc.). Mr. Servis and Mr. Lyannais quoted a price of \$855 for installation for 114 units and \$798 per month for service for 114 units. This mandates that all tenants must take the service. The Board did not feel that the tenants should be forced to pay for a service (a luxury) that was not requested. Mr. Studley stated that the figures for repairing the master antenna were \$800 last year, but less than \$200 the year before. Also, he has not received one request for Cablevision from the tenants. Mr. Smoler stated that DCA mandates a charge to the tenant. The figure quoted was the same price as is being paid by all other people receiving this service. The Board wanted to know if this bulk service for elderly people would not warrant a special discount. The Cablevision people then quoted a price of \$513 per month to the F.H.A. for service which would be \$4.50 per month to the tenant. The total yearly price would be \$6,156. HBO service was tabled at this time. The Board thanked Mr. McNamara, Mr. Servis and Mr. Lyannais for coming in and informed them that they would be in touch. It was decided to hold this matter in abeyance.

Mr. Studley cited the occupancy report for the 667 and 705 Programs:

667 Program

Applicants 34
Residents of Falmouth 24

705 Program

3 Bedroom applicants 22
4 Bedroom applicants 6

No vacancies on the 705 Program. There was one vacancy at Mayflower and one vacancy at Salt Sea Lane.

Mr. Studley reported on the status of the painting (exterior) of Rose Morin Drive. DCA mandated that an architect be hired for this work. Mr. Siegle was approached, but health reasons prevented him from drawing up the spec's. Mr. Wilson of Falmouth has agreed to do the work. He has submitted a contract for \$1,500 for this work. A \$1,200 payment when the work is ready for bidding and \$300 when the job is completed. Mrs. Mayo moved to accept this contract in the amount of \$1,500. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Axelrod of CRG gave a status report of the Elderly Project. He has received a letter from Stephen Wasko, Deputy Directory for Development, (HUD) which cited several points to be disposed of. Mr. Axelrod went over each point and explained their disposition. All information requested if required in the package to be presented by November 27, 1979. The A-95 has been presented and only E0 left to do. The Design Work will be starting and Mr. Axelrod asked the Board if they had any special feelings they would like discussed. The Board asked to see models, etc. The survey and soil tests are being done and are part of the documents to be sent to HUD on 11/27/79. In regards to design, Mr. Axelrod is thinking along the idea of a staggered roof line-4 story-3 story-2 story. Solar power,

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wind power, emergency power, etc. were all discussed. Mr. Axelrod would like to see the intercom hooked up to the TV system. Also, it was mentioned that the Fire Department would need at least a seven-foot elevator for the convenience of a stretcher. Balconies were discussed - Mr. Axelrod stated that there would be balconies which would have one step down. Handicapped units will be on the first floor. A full garage underneath with a loading dock would be desirable. Mr. Axelrod will present some definite plans for the October 15, 1979 meeting so that the Board can visualize and give a better idea of what they would like to see.

Mrs. Jackson moved to pay the bills (after questioning two) He has negotiations with DCA (Sec. Mathews) and Rep. Cahir and the house majority leader in regards to this program. Mr. Smoler is hoping to set up a system whereby the 705 house receives a Section 8 subsidy to offset the expenses of the program. The average buying price will be around \$42,500 per house. Mrs. Mayo firmly stated her opposition to this program as she sees no future to the Authority simply amassing properties. The original thrust of the 705 Program, at its inception and I seconded the original motion to have the program in Falmouth, was Scattered Site Housing. That no longer is a realistic goal - and we compete with the young couples who are looking for moderate housing to buy - we again end up dumping low-income families in certain areas of town in effect negating the purpose of 705. I would, because the money is there, prefer to see the 705 Program tied to home ownership by the low-income tenant. Mrs. Jackson disagreed. The 705 Program is very secure for the tenant since they don't have to worry about moving year after year. It provides some stability.

Mr. Haynes then stated that the Board would now convene in Executive Session for the purpose of hearing tenant/landlord complaints and will not reconvene in General Session. The membership was polled: Mrs. Mayo - Aye, Mrs. Jackson - Aye, Mr. Rainnie - Yea, Mr. Glista - Aye, Mr. Haynes - Aye.

TIME: 9:20 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

SEPTEMBER 10, 1979

Members Present: Charles Haynes, Chairman
Jean Mayo
Laura Jackson
Ward Rainnie
Anthony Glista

Staff Present: Elliott Smoler
Edward Studley
Frank Duffy

Mr. Rainnie moved the approval of the minutes of the meeting of September 10, 1979 as printed. Mrs. Mayo second. All in favor. SO VOTED.

707 Rent Increase Letters were presented:

Scoba Rhodes 145 Central Avenue
Antone Couto 59 Davis Straits

Mr. Mayo moved to grant a 6% increase or the amount requested whichever is lower. Mrs. Jackson second. All in favor. SO VOTED.

The damage claim for 7 Santa Maria Lane was presented. The owner is Lincoln Dunbar - the tenant is Martha Munro - the program is 707. Mrs. Munro does not feel that she did the damage in the amount of \$81.63. We do have the original signed inspection checklist filled out by Mrs. Munro and Mrs. Dunbar showing that these damages were not present. Mrs. Jackson moved to pay this bill in the amount of \$81.63. Mrs. Mayo second. All in favor. SO VOTED.

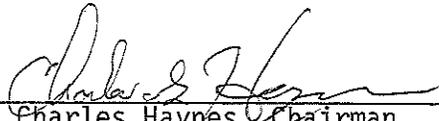
Mr. Scotland is suing the Authority for \$500 in regards to his damage claim. Mr. Smoler requested Mr. Duffy to have his name removed from this action.

Mr. Duffy mentioned that he had a meeting with Elliott, Mr. Rackley and Mr. Ament in regards to the moderate rehabilitation project at the corner of John Parker and Rt. 28. They are developing a management package to handle this project. The Board of Appeals stated in their approval that the Housing Authority would be the managing agency. We would take applications, interview, etc., all basic management responsibilities except actual maintenance on the building. We would collect the rents from the tenants, etc.

Ann Belloli's attorney has never answered our interrogatory. Also, the case has been moved from Superior Court to District Court.

Meeting adjourned 9:40 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

GIFFORD STREET

OCTOBER 15, 1979

Members Present: Charles Haynes
Anthony Glista
Jean Mayo

Staff Present: Elliott Smoler
Frank Duffy, Esquire

Also Present: Bob Engler, CRG
Peggy Fitzpatrick CRG
Mr. & Mrs. Paul Cotton, Seacoast Shores
Mr. & Mrs. Frank Stanley, Seacoast Shores
William Borden, President, Seacoast Shores Association

The meeting was called to order at 7:45 p.m. The Chairman stated that we would start with Executive Session for the purpose of hearing tenant/landlord complaints and would convene into General Session. The membership was polled: Mrs. Mayo - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

Convened General Session at 8:45 p.m.

Mrs. Mayo moved to approve the minutes of the meeting of September 10, 1979, with the following correction: (Page 2, Paragraph 705, Line 6, after the word "properties." delete everything up to and including the work adaptability, insert the following: The original thrust of the 705 Program, at its inception and I seconded the original motion to have the program in Falmouth, was Scattered Site Housing. That no longer is a realistic goal - and we compete with the young couples who are looking for moderate housing to buy - we again end up dumping low-income families in certain areas of Town in effect negating the purpose of 705. I would because the money is there prefer to see the 705 Program tied to home ownership by the low-income tenant. Mr. Glista seconded the motion to accept the minutes as corrected: All in favor. SO VOTED.

Mrs Mayo moved to pay the bills. Mr. Glista second. All in favor. SO VOTED.

The occupancy report on 667 and 705 was presented:

667 Program

Applicants	34
Residents of Falmouth	21

1 vacancy - filled.

705 Program

3 Bedroom applicants	18
4 Bedroom applicants	6

No vacancies.

Mr. Smoler reported that we have received no further word from the Cablevision people.

Mr. Smoler also reported that we had received word from HUD that our application for the Moderate Rehabilitation program was denied. He intends to appeal this decision as the program will be ready to go in 120 days.

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Mr. Glista moved to approve the expenditure of \$70.00 for registration plus expenses for two members at the Annual Conference for Housing Authority Board Members held Oct. 12 & 13, 1979, in Springfield. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Smoler read the following resolution of compliance:

Whereas the _____ Housing Authority wished to execute a contract for Financial Assistance for the development of state-aided housing.

NOW THEREFORE be it resolved:

The _____ Housing Authority hereby adopts all the regulations of the Department of Community Affairs for the proposed project. These regulations include, but are not limited to, the following:

- A. Regulations Prescribing Lease Provisions for State-Aided Public Housing, as amended May 5, 1976.
- B. Regulations for the Tenant Grievance Procedures in Massachusetts, as amended May 5, 1976.
- C. Regulations for Eligibility in State-Aided Public Housing, as amended May 5, 1976.
- D. Regulations for Tenant Participation in the Administration of Public Housing, as promulgated May 5, 1976.
- E. Regulations Prescribing Standards and Procedures for Tenant Selection and Tenant Transfer, May 5, 1976.
- F. Regulations Prescribing Standards of Conduct for Public Officials and Employees of Housing and Redevelopment Authorities, as promulgated August 22, 1977.

and all other regulations of the Department of Community Affairs which affect the operation of local housing authorities.

I, _____, Secretary of the _____ Housing Authority, attest that said resolution was adopted at a meeting of the _____ Housing Authority this date _____.

Mr. Glista moved to accept the above resolution. Mrs. Mayo second. All in favor. SO VOTED.

After further discussion, Mrs. Mayo moved to reconsider the above motion. Mr. Glista second. All in favor. SO VOTED. Mrs. Glista then moved to table the issue until the next meeting. Mr. Haynes second. All in favor. SO VOTED.

Mr. Engler and Ms. Fitzpatrick then presented four exterior building designs and four interior unit designs for the Board's consideration. Also, the Board members were given questionnaires designed to help with basic structural plans in regards to unit designs, building designs, etc. The Board members reviewed the plans with Mr. Engler and Ms. Fitzpatrick. A meeting was scheduled for Thursday, October 18, 1979, for the purpose of discussing the plans with the rest of the members and in greater detail. Mr. Engler reported that HUD is behind on their end - they have not given tentative site approval yet. Mr. Engler mentioned that Phil Holmes will be doing the site testings soon. In regards to the packaging contract for \$10,000 Mr. Engler explained that HUD does allow for a separate contract to be written. CRG was not aware of this previously. Usually, this money is taken out of Mr. Axelrod's contract. However, since HUD does allow a second contract, Mr. Engler would appreciate the Board's consideration of this proposal. In regards to the plans, the Board will meet again with CRG on November 6, 1979, and again on November 19, 1979.

Mr. Haynes and Mr. Glista discussed some of the issues from the Housing Authority Board Members conference. A Resolution of Support was requested from all the PHAs in regards to Bill No. 1607 for \$9.1 mil. for elderly housing construction. Also for House Bill No. 35 for fuel monies. DCA will not pay for money expended on fuel if consumption is over last year's figures. The Board would like to see the bills or more information before deciding.

Mr. Glista asked if the tapes of the meeting were kept indefinitely as required. Mr. Smoler said, Yes, in a fire-proof cabinet.

Mr. William Lahey of One Ashburton Place, Boston requests a list of Boards members and dates of appointments.

General Session adjourned - 10:10 p.m.

Members Present: Charles Haynes, Chairman
Anthony Glista
Jean Mayo

Staff Present: Elliott A. Smoler
Frank Duffy, Esq.

Also Present: Mr. & Mr. Paul Cotton, Seacoast
Mr. & Mrs. Frank Stanley, Seacoast
Joan Hederwill, Seacoast
William Borden, Seacoast

Several written complaints have been presented to the Authority concerning three families living on Fisher Road. Copies were given to the Board members while the neighbors were explaining the problems in more detail. It appears that these families do not have any control over their children. The children roam over the neighbor causing disturbances and vandalism and other destruction of property. All the vegetable gardens were ransacked by these children. Items have been taken from homes. Mail has been removed from mail boxes and set on fire. General rowdiness and bad language. Summer people no longer want to rent in the area - and some families are intending to sell their homes. The addresses were discovered to be 10, 12, and 14 Fisher Road. The problem seems to have started when the family at 10 Fisher Road moved in. Her house and yard is a mess - garbage all over - old couches on front lawn - broken windows - doors kicked in, etc. The other two families have a male adult living in the home. One of the male adults is constantly being chased by the police - the police say there is nothing they can do about the problem. One family has a Mashpee school bus which races up and down the street. One child hack-sawed through the main power cable of a house under construction, luckily the power was not turned on. Threats have been made on some of their lives (the neighbors). Some of the neighbors have taken to leaving the area by different routes each day so that these kids won't know their gone. One of the neighbors, a school teacher, feels there is no supervision by the parents and that the situation will worsen as the children get older. The solution that this delegation would like to see is that there should be some sort of buffer zone set up so that three houses in a row like this cannot be rented to low-income people under the Housing Authority. They feel that it is almost like a small project. The Board thanked these people for coming in and said they would take the problem under advisement.

Mr. Travaline (the landlord in question) has asked permission to evict the tenant at 10 Fisher Road (Donna Catanzaro) for failure to comply with her responsibility to keep the house in a neat and clean condition. Mrs. Mayo moved to grant permission for the eviction. Mr. Glista second. All in favor. SO VOTED.

The Board also decided to call informal conferences with the other two families at 12 Fisher Road (Gerri Anderson) and 14 Fisher Road (Judith Lopes).

Mr. Glista moved to approve the minutes of the Executive Session of September 10, 1979 as printed. Mrs. Mayo second. All in favor. SO VOTED.

Rent increases on the 707 Program were presented:

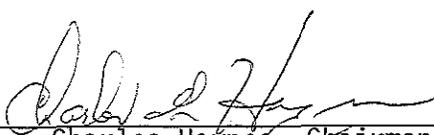
Frank Grillo	465 Acapesket Road
Mr. & Mrs. Doherty	Annadale Apts.
Elio Moscardelli	Lot #1 Dodson Way
Richard Kinchla	70 Barrows Road
Mary Mitchell	58 Barrows Road
Mrs. Cafarella	36 Randolph Street

Mrs. Mayo moved to approve a 5.3% increase which is the maximum allowed by D.C.A. Mr. Glista second. All in favor. SO VOTED.

A damage claim for 24 Cross Road in the amount of \$1,494.21 was presented from Mr. Kinchla. The tenant was Dorothea Damore - the program was 707 - our liability is two month's rent. Mrs. Damore had lived in the house for several years. (since 1971) however, there were several animals (6 cats and at least 1 dog) penned in the house - the rug was completely ruined and the odor and soil had gone right through to the floor - which also had to be replaced. Mrs. Mayo moved to settle this claim for two month's rent. Mr. Haynes second. Mr. Glista abstained from voting. Motion carried.

Meeting adjourned at 8:45 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Anthony Glista
Jean Mayo

Staff Present: Elliott A. Smoler
Edward L. Studley

Also Present: Bob Engler, CRG
Ron Axelrod, CRG

CRG presented two more plans for interior design of the units. The Board agreed that they liked the first plan (Plan A). The dimensions are 24' by 30' - the bedroom is 10' by 12' - there is a side entrance which opens into a wide area for dining and living room - the kitchen is a little larger with a counter - the bathroom is located across from the bedroom.

For exterior design, two plans were submitted - the Board liked Plan A - which is: the front building is two and three floors with peaked roof - the back building is three and four floors with peaked roof and a side building of one story - the front and back buildings are connected by a third building of three stories with a flat roof. The Board would like to have this building with some sort of pitch to the roof.

Solar heating was discussed - it would cost in the area of one million dollars to have solar heating by fluid heat and this would involve high maintenance. Solar heating by an air system would cost around \$300,000 to \$400,000 with availability to only 20% of the units. It would cost about \$120,000 to \$140,000 for solar hot water.

CGR will be back for the November 19, 1979, with the final plans.

Mrs. Mayo inquired about landscaping. Mr. Axelrod will design this in connection with a firm he uses (Maurice & Gary) - final approval will be the Board's.

Thermostats were discussed - an overall monitor for baseboard heat can be installed with separate thermostates in each unit but it would be preset at a regulated temperature.

Mr. Glista moved to approve \$10,000 for the packaging contract. Mrs. Mayo second. All in favor. SO VOTED.

Mr. Smoler discussed the recently published ad from HUD in regards to new Section 8 funding. He would like to submit an application for 50 units to be used for 1 and 2 bedrooms.

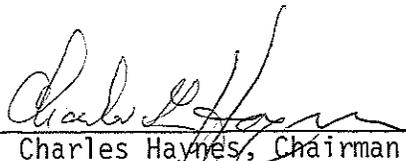
Also, Mr. Smoler gave Mr. Rackley a package of forms for moderate rehab. through HUD. Also, Mr. Paul Rodrigues received a package of forms for new construction.

Mr. Smoler then advised the Board that our request for funds for Mr. Rackley's moderate rehab. project was turned down. The funds were given to DCA. DCA allocated the funds to the Housing Assistance Corp. who had submitted an application for Harwich and Tisbury. However, they are now soliciting all over the Cape. Mr. Smoler has sent a letter requesting that if there is no housing stock available in the designated areas, that the funding be granted to the next people on the list. He will advise of the outcome.

Meeting adjourned: 8:50 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Jean Mayo
Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Elliott Smoler
Edward Studley
Frank Duffy, Esquire

Also Present: Ron Axelrod, CRG
Bob Engler, CRG
Abby Dalton, Falmouth Enterprise
Planning Board Members, Janet Hand and Henry Brown
Board of Appeals Members, Charles Innis, Alfred Welch,
Harvey Clauson, Raymond Labossiere, William Callahan

The meeting was called to order at 7:40 p.m. Mr. Axelrod explained in detail the site plans, drawings & designs for the 80 unit Elderly Project at 90 Scranton Avenue, Falmouth. Set backs, shape of buildings, exterior and interior designs, etc. were discussed. Several questions concerning building elevators, color of brick, roof, screening, parking, size of elevator, etc. were asked and satisfactorily answered by Mr. Axelrod, Mr. Engler, and the FHA staff and Board Members. Mr. Brown addressed the issue of the trucks and the A & P property. A natural screening barrier will be erected between the properties and it does look as though the A & P might have infringed a little on the building site. Mr. Clauson asked about trash pick up. There will be trash compactors on the premises - trash will be collected and brought to the Town dump by Housing Authority personnel. Mr. Clauson asked if the roof line will be pitched which was answered in the affirmative. The question of the size of the elevator arose - this has been researched - the elevator will accommodate a stretcher. As to interior design, Mrs. Hand asked about the size of the units - and whether there would be sufficient storage area - Mr. Axelrod explained that that the units will be 24' x 30' and there is plenty of closet and storage space designated. There was a question of the height of one building in relationship to the corner of the lot - Mr. Axelrod reviewed the position of the building and mentioned that the building might have to be moved 7'. Final plans will be made available to the Planning Board and Board of Appeals. Mr. Clauson and, later Mr. Innis, asked Mr. Axelrod how and why the building(s) were designed as such rather than one big building - something to do with profit margin? Mr. Axelrod explained that the opinion of different town boards and the FHA member themselves were directly involved with the design of the building. In speaking with different people, they felt that the Town would not like to see just a big building - the consensus of opinion seemed to be more or less what has been designed. In public housing profit margin does not enter the picture. All sorts of factors enter into the design of a building, such as, size of lot, draining, etc. Questions about air conditioning, energy saving and design, test results (borings), etc. were discussed and satisfactorily answered.

Mrs. Hand stated that she was very pleased and likes the plans and designs very much. Mr. Clauson also likes the concept and wholeheartedly approves the plan. Mr. Innis thought the concept perceptive and well presented. Mr. Callahan presented the question of need. Mr. Smoler explained that the Barnstable County Needs Study showed a need for 1,000 units of elderly housing on the Cape.

Mr. Studley explained that there are currently 35 to 40 applicants on file for the three state-owned projects. However, this project will be Federally funded and the income limits will be considerably higher so that more people will be eligible. The current state limits are \$6,000. per year income for one person, \$6,300. for two people with assets not to exceed \$10,000. HUD will be much higher. Mr. Haynes stated that we will solicit applications for the new building. Mr. Callahan asked if we will limit applications to Falmouth residents - this cannot be done - advertising will be done in this area so that probably there will be more applications from residents than non-residents; however, no restrictions can be put on the accepting of applications as per Federal regulations. Mr. Engler estimated that the average rent would be in the area of \$63.00 per month. Mr. Welch stated that the interior units will be approximately 720 sq. ft. - he asked what size the current apartments were - Rose Morin is the largest and that is about 448 sq. ft. Mr. Clauson asked if we would transfer tenants from their current units to the new building - it was explained that this practice would probably be restricted due to cost factors in cleaning and painting the vacated units. As there seemed to be no further questions, the various board members were thanked for coming to the meeting and the meeting progressed to other Authority matters.

Mr. Engler presented some preliminary figures and asked the Board to approve the following resolution for 47-004:

RESOLUTION ADOPTING THE DEVELOPMENT PROGRAM FOR MASS. 047-004:

WHEREAS, the Falmouth Housing Authority has discussed, and agreed upon, the basic elements of its proposed 80 unit elderly project on Scranton Avenue (Mass 047-004); and

WHEREAS, the proposed Development Program includes estimated total development costs which do not exceed the loan funds reserved by HUD for this project; and

WHEREAS, the Falmouth Housing Authority has the administrative capacity to carry out the project;

NOW THEREFORE, be it resolved by the Board of Directs of the Falmouth Housing Authority that the Development Program being submitted to HUD is hereby adopted.

Mrs. Mayo moved to accept said resolution as read. Mrs. Jackson second. All in favor SO VOTED.

Status Report on 667 and 705 Programs was read by Mr. Studley:

667

Applicants	40
Residents of Falmouth	22

No Vacancies

705

3 Bedroom applicants	20
4 Bedroom applicants	6

One three-bedroom vacancy to be filled by 12/1/79

Mrs. Mayo moved payment of the bills. Mr. Glista second. All in favor. SO VOTED.

Mr. Haynes read a letter from DCA asking the Board to approve an amendment to the ACC to reflect an increase of \$26,042 per year. The following resolution was read and considered:

SECOND AMENDMENT TO THE AGREEMENT
BETWEEN THE
COMMONWEALTH OF MASSACHUSETTS, DEPT. OF COMMUNITY AFFAIRS
AND
FALMOUTH HOUSING AUTHORITY

THIS AMENDMENT TO AN AGREEMENT is entered into as of this 1st day of November, 1979, by and between the Commonwealth of Massachusetts, acting by and through the Department of Community Affairs (hereinafter referred to as the "Authority").

WHEREAS, the DEPARTMENT and the AUTHORITY do mutually desire to change said AGREEMENT:

NOW THEREFORE, the parties hereby mutually covenant and agree as follows:

1. Section 1 (A) (Annual Contributions) Paragraph 3 is hereby amended by deleting the amount \$210,346.00 and substituting \$236,388.00

Mr. Glista moved to accept the amendment as read. Mrs. Jackson second. The Chairman polled the membership:

AYES

NAYS

Mrs. Mayo
Mr. Rainnie
Mrs. Jackson
Mr. Glista
Mr. Haynes

MOTION CARRIED.

Mrs. Mayo moved to approve the minutes of the meeting of October 15, 1979, as printed. Mr. Rainnie second. All in favor. SO VOTED.

The Chairman then stated that the Board would now convene in Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene in General Session. The membership was polled: Mrs. Mayo, Aye, Mr. Rainnie, Aye, Mrs. Jackson Aye, Mr. Glista, Aye, Mr. Haynes, Aye.

Meeting adjourned to Executive Session - 9:10 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles Haynes
Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION NOVEMBER 19, 1979

Members Present: Charles Haynes
Jean Mayo
W. Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Elliott Smoler
Edward Studley
Frank Duffy, Esquire

Mrs. Mayo moved to approve the minutes of the Executive Session of October 15, 1979, as printed. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Duffy reported that he settled the Dunbar claim for \$81. This was a claim against the 707 Program for Martha Munro, tenant.

In addition, Mr. Duffy settled the claim with Mr. Kinchla for 24 Cross Road for \$552. which was two month's rent. Tenant was Dorothea Damore.

Mr. Haynes mentioned that he and Mr. Studley had discussed some sort of emergency fuel program for the 705 tenants for the coming winter to avoid the possibility of freeze-up. Mrs. Mayo asked what the State, Town, etc. was going to do about the problem, what sort of programs, etc. Also, where would the money come from to pay for this fuel? What if tenants take advantage? Mr. Studley explained that the money would come out of operating reserve. Mr. Haynes and Mr. Studley explained that it would be made perfectly clear that this was a one time deal. Mr. Smoler to check with DCA and others to get their feelings on the subject. There are 12 houses with oil heat.

Mr. Duffy explained that the Scotlands' were back asking for \$500 again. The judge did not dismiss the case, but felt that the Authority and the Scotlands' could reconsider and come to some sort of compromise or conclusion. Mr. Scotland is asking for \$500 in lieu of damages because they maintain they had to sell the house for less. The tenant, Doris McNeilly was eventually evicted from the premises. The Scotlands' have sent a letter detailing the damages and have set an approximate value of \$1,180.33 for same. The question still being whether they have documented their position that they had to settle for less than what the house was worth. Mrs. Mayo moved to pay nothing on this claim. Mr. Rainnie second. All in favor. SO VOTED.

707 rent increase requests were presented:

Charles Ligotti	188 Palmer Ave., Apt. 4
Jack Shohayda	565 Carriage Shop Road
Harry & Arlene Spooner	393 Jones Road

Mrs. Mayo moved to approve 5.3% which is the maximum allowed by DCA. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Smoler explained that the three tenants at Fisher Road have all come in for conferences. The stories vary from the complaints set forth. A meeting for all parties concerned has been scheduled for December 10, 1979, at seven o'clock before the regular meeting begins. The tenants, the complaintants, and the Board will meet then.

On the request by Mr. Travaline to evict Ms. Catanzaro - Mr. Travaline did not specifically mention in his letter that she had a right to a hearing so he must start again. Elliott has spoken with Hayden Fitts of Legal Services, who is representing Donna, and they will be in on December 10, 1979. Mr. Smoler is requesting that Mr. Travaline also attend.

Meeting Adjourned at 10:00 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles Haynes
Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Elliott Smoler
Frank Duffy, Esquire

Also Present: Geraldine Anderson
Judith Lopes
Donna Catanzaro
Hayden Fitts, Esquire
Nancy Pena
Robert Galvin, Cape Cod Times
Joseph Travaline, Esquire

The meeting was called to order at 7:15 p.m. The Chairman stated that the Board would convene in Executive Session for the purpose of tenant/landlord complaints and would reconvene General Session. The membership was polled: Mr. Rainnie - Aye, Mrs. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

The General Session was reconvened at 7:30 p.m.

Mr. Glista moved to accept the minutes of the planning session of October 18, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Glista moved to accept the minutes of the special meeting of November 6, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Glista moved to accept the minutes of the meeting of November 19, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Glista moved to pay the bills. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Smoler gave the status report on the 667 and 705 Programs:

667 Program

Applicants	41
Residents	24

705 Program

3 Bedroom Applicants	17
4 Bedroom Applicants	7

The next item on the agenda was the execution of the 705 contracts. Mr. Smoler explained that we have been approved for and allocated \$900,000 for the acquisition of three and four bedroom homes for rental to families of low income. It was projected to be able to purchase at least 20 homes. The average price will be around \$45,000 per house. Mr. Glista stated that he was not in favor of this program due to high maintenance costs. Mrs. Jackson pointed out that this was an excellent program from the point of view of the tenant in providing stability; e.g. not having to move every year, year after year. Mr. Glista pointed that there was no incentive to better oneself on this program as there is no provision for the tenant to eventually purchase the home. A lengthy discussion followed. The matter was tabled at this point.

The Chairman then stated that the Board would reconvene in Executive Session for the purpose of hearing tenant/landlord complaints and would reconvene the General Session. The membership was polled: Mr. Rainnie - Aye, Mrs. Jackson - Aye, Mr. Glista - Aye, Mr. Haynes - Aye.

General Session was reconvened at 10:15 p.m.

The discussion of 705 was opened again. Many items were discussed such as maintenance staff, office staff, how fast the program has to be started and finished, financial aid for running the program during the year, tenant selection, area of acquisition, etc. It was explained by Mr. Smoler that maintenance staff would have to be hired; no additional office staff is anticipated until at least July, 1980, he hopes to be able to advertise shortly and have the program well underway in time for the summer rental crunch, he is attempting to work out with the state the possibility of funding the 705 unit with a Section 8 subsidy to help defray expenses, tenant selection will be from the current waiting list by date of application. He hopes to be able to purchase homes in every different area of town.

The Town did set up restrictions previously; i.e., we cannot purchase a home within five hundred feet of another home we own - we are allowed 15 per precinct. We hope to acquire newer homes that are in need of no re-habilitation. More discussion followed. The following resolution was read and considered:

RESOLUTION AUTHORIZING CONTRACT FOR FINANCIAL ASSISTANCE FOR STATE-AIDED HOUSING PROJECT, _____

WHEREAS, a form of Contract for Financial Assistance between the Commonwealth of Massachusetts and the Falmouth Housing Authority (hereinafter called the "Authority") relating to State-Aided Housing Project, _____, 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 Falmouth 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 Document No. _____ in the Document Book, and the Chairman, or Vice Chairman, is hereby authorized to execute said contract in the name of Falmouth 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.

Mrs. Jackson moved that the foregoing resolutions be adopted as introduced and read. Mr. Glista second. Upon a roll call the Ayes and Nays were as follows:

	<u>AYES</u>	<u>NAYES</u>
Ward Rainnie	"	
Anthony Glista	"	
Laura Jackson	"	
Charles Haynes	"	

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

The Development Fund Agreement was then read and introduced: Copy Attached. It was discussed and agreed that this money would be deposited in the First National Bank of Cape Cod. Mr. Rainnie moved to accept the agreement as introduced and read. Mrs. Jackson second. Roll Call:

	<u>AYES</u>	<u>NAYES</u>
Ward Rainnie	"	
Anthony Glista	"	
Laura Jackson	"	
Charles Haynes	"	

Chairman declared said motion carried and said agreement adopted.

The Board agreed to send flowers to Mr. Studley's father's funeral.

General Session adjourned 11:00 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles L. Haynes
Charles Haynes, Chairman

Members Present: Charles Haynes, Chairman
 Laura Jackson
 Anthony Glista
 Ward Rainnie

Staff Present: Elliott Smoler
 Frank Duffy, Esquire

Also Present (at various times): Geraldine Anderson
 Judith Lopes
 Donna Catanzaro
 Hayden Fitts, Esquire
 Nancy Pena
 Joseph Travaline, Esquire

Mr. Smoler explained to the Board that Ms. Anderson, Ms. Lopes, and Ms. Catanzaro were called to informal hearings in regards to the complaints received from the residents in the neighborhood of Fisher Road. The purpose of this meeting was to have the complaintants and the tenants together to resolve some discrepancies. However, the complaintants state that they are afraid of retaliation as some more incidents have occurred since they were in last month. Mail boxes were pulled up, mooring lines to their boats were cut, more fighting with someone running through the yards, etc. The tenants cannot understand this attitude - they hardly know these people and have never received a direct complaint from any of them - and as the problem revolves around children they cannot understand what these people are afraid of. As a matter of fact, their mail boxes were pulled up over the week-end also. Mr. Glista stated that he felt that the whole matter should be dropped until such time as the complaintants were willing to come in and discuss the matter with the tenants.

At this time the Chairman stated that the Board would now reconvene General Session and would reconvene Executive Session for the purpose of hearing tenant/landlord complaints. The membership was polled: Mr. Rainnie, Aye - Mrs. Jackson, Aye - Mr. Glista, Aye - Mr. Haynes, Aye.

Executive Session was reconvened around 9:00 p.m.

Ms. Fitts, Ms. Catanzaro, and Mr. Travaline presented their cases. Mr. Travaline has requested permission to evict Ms. Catanzaro on the grounds that she is not maintaining the unit. He maintains that both himself and his workmen have seen filth and general disarray of the premises. This condition was first noted in the Spring. Ms. Catanzaro maintains that the premises were in disarray at that time due to an injury she had received in a car accident - she had to depend upon friends and neighbors to assist her in cleaning, etc. The house is no longer in that condition. Mr. Smoler's recent inspection verifies that the only problems appeared to be structural and owner responsibility. Ms. Fitts questioned Ms. Catanzaro at length and presented photographs of repairs needed and deficiencies. Mr. Travaline admitted that the floor tile situation was known to him the other things he has just learned about. However, it maintains that this action on his part (eviction) was started when the conditions he sites did, in fact, exist. Just because they may be corrected now doesn't mean they won't exist again. If they do, and he starts eviction proceedings again, and if the conditions are corrected again, all that is happening is one vicious circle. The Chairman thanked Ms. Fitts, Ms. Catanzaro, and Mr. Travaline for coming in and advised them that the Board would consider the matter and let them know their decision. Mr. Smoler suggested that the Board not answer the request and let the matter ride on its own merits in court. Mrs. Jackson so moved. Mr. Rainnie second. All in favor. SO VOTED.

The following 707 rent increase requests were presented:

Cafarella, Jane & Joseph	19 Oak Street
Peters, William	8 Santa Maria Lane
Dunne, Edward	174 Homestead Lane
Dunne, Edward	118 Brick Kiln Road
Feeney, Marie L.	10 Muriel Lane
Feeney, Marie L.	27 Leonard Drive

Mr. Glista moved to approve a 5.3% which is the maximum allowed by DCA, Mrs. Jackson second. All in favor.

Mr. Smoler presented a rent request from Mr. Veary for his properties at 83 and 85 Palmer Avenue. In their present condition, Mr. Smoler does not feel they warrant a rent increase. However, since several letters have been sent to Mr. Veary concerning the properties, many repairs have been started; e.g. cesspools installed, extermination done, contractor starting major repair work, etc. Mr. Smoler feels that when and if this work is done the Board could consider an increase, possibly more than currently allowed due to extensive repairs.

However, he advised that these repairs must be completed in total, he will inspect again, and if they are up to standard he will so advise the Board. Mrs. Jackson moved Mr. Smoler's recommendation. Mr. Rainnie second. All in favor. SO VOTED.

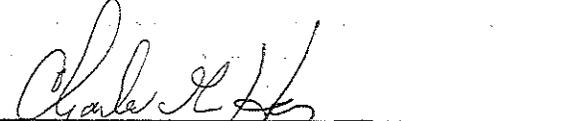
Cornelius Hickey has submitted a damage claim for Apartment 11B Main Street (Pondview Apartments). The bill was for cleaning, painting, etc. and replacement of a shower door which was left out on the deck and rusted. Mr. Rainnie moved to pay \$100 for the shower door. Mrs. Jackson second. All in favor. SO VOTED.

Mr. Glista moved to accept the minutes of the executive session of November 19, 1979 as printed. Mrs. Jackson second. All in favor. SO VOTED.

The Scotland damage claim case is being scheduled for court.

Executive Session adjourned around 10:15 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

JANUARY 14, 1980

Members Present: Charles Haynes
Laura Jackson
W. Ward Rainnie
Jean Mayo
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Ellen McEleney
Frank Duffy, Esquire

Also Present: Jim Anthony, Falmouth Bank & Trust
Mr. & Mrs. John Fish
Ray Labossie
Cynthia Lombard
Charlene Tabasky, Social Worker
Sheryl Adlin, Social Worker

The meeting was called to order at 7:40 p.m.

Ward Rainnie approved the minutes of December 10, 1979, as printed. Laura Jackson second. All in favor. SO VOTED.

Mr. Studley presented the Status Report:

667

Applicants	39
Residents	23

One vacancy at Salt Sea - Filled on January 15, 1980
One vacancy at Rose Morin - To be filled on February 1, 1980

705

3 Bedroom	18
4 Bedroom	7

One 3 bedroom filled in December.
One 3 bedroom to be filled in February when repairs are completed.

Plans were submitted to the Board for review including a tentative landscaping plan, and an interior handicap unit. There will be two handicap units on each floor closest to the elevators. The units will be designed for the handicap by creating easier mobility for wheelchairs. Mr. Smoler explained some changes i.e. the building that originally was two floors is now three floors to standardize the roof lines. HUD would like to see the ceiling in the community room lowered one foot and a door for direct access into the office rather than through the corridors.

Frank Duffy presented a status report on the Scranton Avenue site. In 1973 Mr. Canty and Mr. Masmanian signed an agreement to abolish the Rights of Way provided that Mr. Canty move the driveway. As of this date, it has not been done. There are several

ways to resolve the problem, i.e. eminent domain, petition, etc. Mr. Duffy is negotiating and has prepared a document and submitted it to their lawyers.

Mr. Smoler presented the direct-deposit system whereby the landlords can have their checks directly deposited into an account at the Falmouth Bank and Trust. The present system consists of 17 steps, the new system would only be 6 steps saving time and money. The Authority will make out the deposit slips and send them to the bank. Mr. Jim Anthony from the Falmouth Bank and Trust explained the system further. Jean Mayo moved to approve the direct-deposit system whereby this system would be adapted by any Falmouth Bank. Ward Rainnie second. All in favor. SO VOTED.

Mr. Smoler informed the Board that there is new funding available for building an additional 60 units; he suggested that we apply for this funding as there are no other valid applications from this area. He feels that we should apply to show interest and that the more we apply for, the more the Town will be eligible. We can use the same plans from Scranton Avenue with some revisions. Laura Jackson moved to give permission to apply for the 60 new units. Anthony Glista second. All in favor. SO VOTED.

Mr. Smoler brought up the mobility issue. Thirty-six authorities had signed up but withdrew because they did not like the plan the DCA presented to HUD. 35-40% of the state units would be intercity, 18% would be from Boston to the western part of the state. NAHRO has presented a plan to HUD and negotiations are still in process.

The Chairman then stated that the Board would convene into Executive Session for the purpose of hearing tenant/landlord complaints and would reconvene into General Session. The membership was polled: Mrs. Mayo aye-Mrs. Jackson aye-Mr. Rainnie aye-Mr. Glista aye-Mr. Haynes aye.

9:05 p.m.

Reconvene into General Session at 11:15 p.m.

Ward Rainnie moved to pay the bills. Jean Mayo second. All in favor. SO VOTED.

Mr. Smoler presented the employment plan. Jean Mayo motioned to hold off until a more detailed flow chart and chain of command was presented. The Chairman call for a special meeting scheduled for January 21, 1980 at 7:00.

Meeting Adjourned 11:35 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JANUARY 14, 1980

Members Present: Charles Haynes
W. Ward Rainnie
Laura Jackson
Jean Mayo
Anthony Glista

Staff Present: Elliott A. Smoler
Edward L. Studley
Ellen McEleney
Frank Duffy, Esquire

Also Present: Mr. & Mrs. John Fish
Cynthia Lombard
Charlene Tabasky, Social Worker
Sheryl Adlin, Social Worker

Mr. & Mrs. Fish requested a hearing before the Board to transfer their two-bedroom certificate from Housing Assistance Corporation to the Falmouth Housing Authority. They have been looking without luck within HAC boundaries. Since they are life-long residents of Falmouth, they prefer to live in the Falmouth area. At the present time, they are residing with relatives in very over-crowded conditions. In addition, they are expecting another child in February. Ms. McEleney explained that if the Fish's should have another boy, they would remain in the two-bedroom book. They are currently fifty-sixth on the waiting list, which means approximately a year or two waiting period. If they should have a girl, this would move them into the three-bedroom category---this would mean a shorter waiting period.

Ms. McEleney explained that even though we had several two-bedroom certificate holders at the current time, we know of at least three two-bedroom rentals that are available now which our certificate holders have refused to even look at. Mr. Rainnie moved to accept the transfer. Mr. Glista second. All in favor. SO VOTED. The Board thanked the Fish's for coming in. At this point, the Board decided that since the State does not usually process a transfer for only one certificate, Mr. Rainnie moved to rescind the previous vote and grant an exceptional case by issuing them one of our two-bedroom certificates. Mr. Glista second. All in favor. SO VOTED.

Ms. Cynthia Lombard was asked to come before the Board and state her reasons as to why she should be rehoused. Ms. Lombard has had a series of problems with her landlords and this office. She has three children, two sons are presently living with her and one daughter is in the custody of the State and is in a foster home. With Ms. Lombard are two representatives from the Child Development office. Ms. Lombard's answer to the question was: She is on welfare and cannot afford an open market rent. If she does not get rehoused, she will lose her two other children. In her present dwelling, she claims the landlord is letting everything go downhill. She is using her oven to heat her house. Ms. Mayo asked why she has not called the Board of Health. Ms. Lombard does not want the house to be condemned because there would be a definite possibility of losing her children. Mrs. Mayo asked Mr. Smoler if he was aware of this heating problem. Mr. Smoler explained that the first problem with Ms. Lombard was the alleged gas leak that was never found by Fays who went to the house several times, or by the Fire Department, or by the gas inspector. The second problem was the alleged loose wire, which was never found. Then Ms. Lombard claimed she had no hot water. At this point, a meeting was set up at the house with Mr. Crimmins, Mr. Smoler, Ms. Tabasky and Ms. Lombard. It was then verified that there was no hot water. Mr. Crimmins corrected the problem. Ms. Lombard now claims she has no heat. It has never been ascertained as to whether or not the gas heater is in need of repair. Ms. Lombard was informed that it just needed to be vacuumed out. Mr. Smoler stated that he thought the problem with Mr. Crimmins had been explored and brought up enough and that it is not an answer to the question that was asked. He then pointed out that there were numerous problems with her previous landlord and also with this office. Ms. Adlin stated that she and the social worker from Bourne have seen a lot of growth in Ms. Lombard during the course of the year. Mr. Smoler asked Ms. Lombard if she had anyone else living with her, she replied yes, her boyfriend Stewart Baptiste who has been living with her for two years. She has never reported his presence or his income (she claims that he does not have a steady job or an average to give to the Authority) through two re-evaluations. She told Mr. Smoler that she reported it to him at the last re-evaluation in November and that she also called the office---no one was ever notified of this fact. Mr. Smoler asked Ms. Lombard why she has not found another unit with only two weeks left to her lease. She replied that she was not sure if she was going to be rehoused so she and the social workers put their efforts into finding a unit which Ms. Lombard could afford with her present income. They never found such a unit. Mr. Rainnie asked Ms. Lombard why she thinks her landlord is not considering renewing the lease. Ms. Lombard replied that they do not get along and have not got along since the beginning of the lease period. The Chairman stated to Ms. Lombard that she is asking us to bend over backwards for her but she is not cooperating with us and is withholding information. Ms. McEleney stated that last year at this time she stated that she needed a three-bedroom unit because her daughter would be returning and here it is a year later and her daughter is not back. Ms. Lombard explained that her daughter has been back but something happened and she had to be taken away again. The Chairman then asked if there were any more questions. The Board then thanked Ms. Lombard, Ms. Tabasky, and Ms. Adlin for coming in, the Chairman informed Ms. Lombard that the Board would take the matter under advisement and return the decision. Mrs. Jackson declined to vote. Discussion followed and Mrs. Mayo moved not to rehouse Ms. Lombard. Mr. Haynes second. Mr. Glista opposed. The Board was polled: Mr. Rainnie obtained. Mrs. Mayo - Aye, Mr. Glista - Nay. Motion not to rehouse did not carry. It was then decided that the Chairman could vote. Mr. Rainnie moved a new motion to rehouse Cynthia Lombard. Mr. Anthony Glista seconded. The Board was polled:

<u>NAYS</u>	<u>AYES</u>	<u>EXCUSED</u>
Jean Mayo W. Ward Rainnie Charles Haynes	Anthony Glista	Laura Jackson

Motion to rehouse was denied.

Jean Mayo moved to approve the executive session minutes of December 10, 1979. Ward Rainnie second. All in favor. SO VOTED.

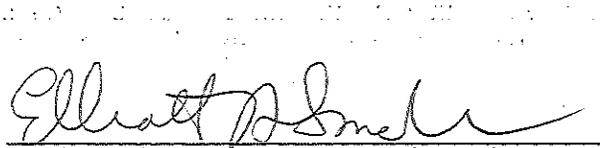
Ms. McEleney presented 707 requests for rent increases:

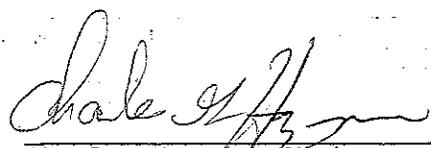
- | | |
|---------------------------|--------------------------------------|
| Mr. & Mrs. Harold Spooner | 574 Carriage Shop Road - Up and Down |
| Mary Makela | 197 Alcott Road |
| David Peterson | 14 Amvets Avenue |

Ms. McEleney explained that DCA has decreased their percentage rate to 5.3%, and just recently, no more than 8%. Mrs. Jackson moved to grant a 5.3% increase to Mary Makela and David Peterson because they do not provide utilities and an 8% to Mr. & Mrs. Spooner because they do. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Duffy reported that Mr. Neil Hickey has not responded to his offer of \$100.00 for the damage claim. The eviction proceedings for Nancy Lopes, 574 Carriage Shop Road, Down have started. She has entered into an agreement to pay the back rent of \$1,500. Mr. Duffy has advised the court to hold the matter in abeyance to be marked up at any time should she violate the terms of the agreement so we won't have to start the eviction over again. The Scotland case is scheduled for court on January 23, 1980. Since there was no further business in executive session, the Chairman stated that we would reconvene into general session.

Executive Session Adjourned 11:15 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

SPECIAL MEETING

JANUARY 21, 1980

Members Present: Charles Haynes
Anthony Glista
Jean Mayo
W. Ward Rainnie

Staff Present: Elliott A. Smoler
Edward L. Studley
Ellen McEleney

The meeting was called to order at 7:30 p.m.

Mr. Smoler presented a flow chart showing the chain of command. Administrative funds from Section 8 have increased. The chart is as attached. *

The job descriptions come from the Job Analysis Study printed by NAHRO. The plumber/laborer is 50% plumber and 50% maintenance laborer. The annual rates of pay are as follows:

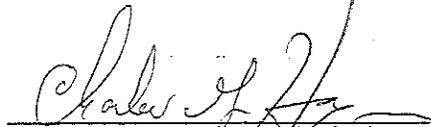
Plumber/Laborer	17,992.00
Maintenance Laborer	14,892.00
Working Foreman	19,073.00

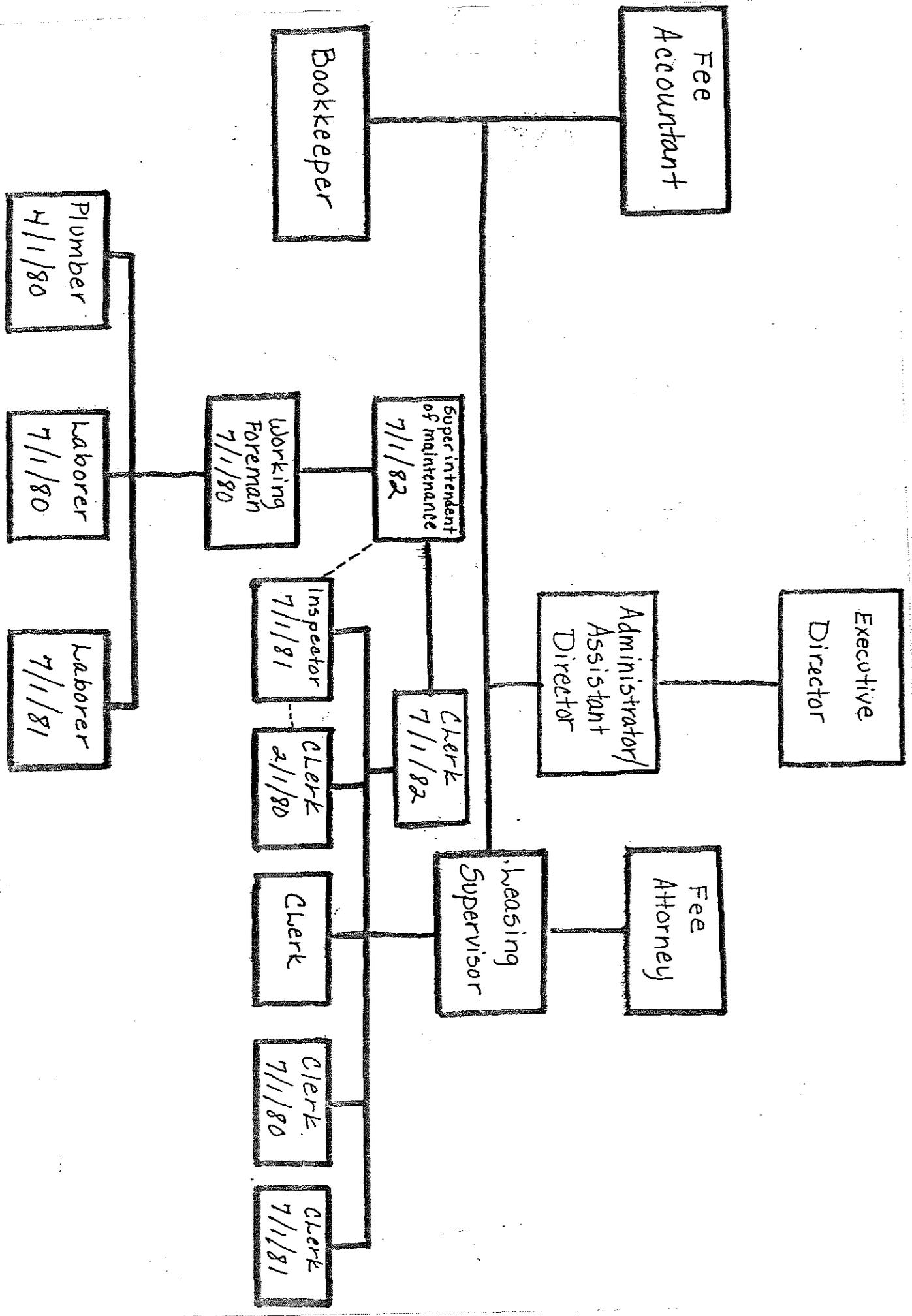
The working foreman's pay reflects the Labor and Industry rate plus 20% for supervisory duties.

Jean Mayo moved to hire the positions of clerk/stenographer as soon as possible and plumber/laborer in April of 1980. Ward Rainnie second. All in favor. SO VOTED. Ward Rainnie moved to hire the positions of maintenance laborer, working foreman, and additional clerk/stenographer in July of 1980. Anthony Glista second. Jean Mayo abstain. Three in favor. SO VOTED.

Meeting Adjourned 8:05 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman



FALMOUTH HOUSING AUTHORITY SPECIAL MEETING JANUARY 31, 1980

Members Present: Charles Haynes
 Laura Jackson
 Anthony Glista

Staff Present: Elliott A. Smoler
 Frank Duffy

Meeting called to order at 4:10 p.m. Mr. Smoler presented the following resolution, it was read in full and considered:

RESOLUTION NO. 1

RESOLUTION AUTHORIZING AND DIRECTING SUBMISSION OF APPLICATION FOR A LOW-RENT HOUSING PROGRAM

WHEREAS, the United States Housing Act of 1937 provides that there shall be local determination of the need for low-rent housing to meet needs not being adequately met by private enterprise; and

WHEREAS, under the provisions of the United States Housing Act of 1937, the Secretary of Housing and Urban Development is authorized to provide financial assistance to public housing agencies for low-rent housing;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE FALMOUTH HOUSING AUTHORITY AS FOLLOWS:

- 1. That the Falmouth Housing Authority hereby determines that within its area of operation there is a need for low-rent housing to meet needs not being adequately met by private enterprise.
- 2. That the Executive Director shall cause to be prepared and the Chairman shall sign and send to the Secretary of Housing and Urban Development an application for financial assistance for:

Sixty (60) units of low-rent public housing to be provided new construction, or by acquisition and rehabilitation of existing housing and for a preliminary loan in the amount of \$30,000.

- 3. In connection with the development and operation of any program or activity receiving Federal financial assistance under the United States Housing Act of 1937, regardless of when such program or activity or any portion thereof was or is initially covered by any contract, the Falmouth Housing Authority will comply with all requirements imposed by Title VI of the Civil Rights Act of 1964, Public Law 88-352, 78 Stat. 241; the regulations of the Department of Housing and Urban Development issued thereunder, 24 CFR, Subtitle A, Part 1; and the requirements of said Department thereunder.

Laura Jackson moved the foregoing resolution be adopted as introduced and read, which motion was seconded by Anthony Glista, and upon roll call the "Ayes" and "Nays" were as follows:

<u>AYES</u>	<u>NAYS</u>
Charles G. Haynes	
Laura P. Jackson	None
Anthony Glista	

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

Mr. Smoler presented Amendment No. 1 to the Preliminary Loan Contract for the 80 units of elderly housing on Scranton Avenue. This changes the original advances from \$16,000 to \$40,000 leaving a balance of \$24,000. This change was due to the fact that HUD computed the per-unit cost at the Turn-Key rate which is \$240.00 per unit instead of the Conventional rate which is \$500.00 per unit. Mr. Glista moved Amendment No. 1, Laura Jackson second. All in favor. SO VOTED.

Meeting Adjourned at 4:20 p.m.

Elliott A. Smoler
Elliott A. Smoler, Executive Director

Charles G. Haynes
Charles G. Haynes, Chairman

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RESOLUTION AUTHORIZING EXECUTION
OF PRELIMINARY LOAN CONTRACT AND
GENERAL DEPOSITARY AGREEMENT AND
ISSUANCE OF PRELIMINARY NOTES

WHEREAS the

(herein called the "Local Authority") proposes (1) to enter into a contract (herein called the "Preliminary Loan Contract") with the United States of America (herein called the "Government") providing for financial assistance by the Government to the Local Authority under the United States Housing Act of 1937 (42 U.S.C. 1401 et seq.); (2) to enter into an agreement (herein called the "General Depositary Agreement") with

[and with]

([each of] which is a member of the Federal Deposit Insurance Corporation and is herein called the "Bank"); and (3) to authorize the issuance of its notes as evidence of advances to be made by the Government to the Local Authority pursuant to the Preliminary Loan Contract.

BE IT RESOLVED BY THE LOCAL AUTHORITY, AS FOLLOWS:

Section 1.

The Preliminary Loan Contract in substantially the form of HUD-52480 hereto attached and marked "Exhibit A" is hereby approved and accepted both as to form and substance and the Chairman or Vice Chairman is hereby authorized and directed to execute said Contract in quadruplicate on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority on each such counterpart and to forward said executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 2.

The General Depositary Agreement in substantially the form of agreement hereto attached and marked "Exhibit B" is hereby approved and accepted both as to form and substance and the Chairman or Vice Chairman is hereby authorized and directed to execute said Agreement in quintuplicate on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority to each such counterpart, and to forward three executed counterparts thereof to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 3.

The Chairman or Vice Chairman or the Secretary is hereby authorized to file with the Government from time to time as monies are required, requisitions together with the necessary supporting documents requesting advances to be made on account of the loan provided in the Preliminary Loan Contract, and the proper officers of the Local Authority shall prepare, execute, and deliver to the Government Preliminary Notes hereinafter authorized and shall accept payment therefrom the Government in cash and/or exchange for other notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Preliminary Notes shall be deposited and disbursed only in accordance with the provisions of the Preliminary Loan Contract.

Section 4.

(A) In order to evidence advances made by the Government pursuant to Preliminary Loan Contract and to refund, renew, extend, or substitute for any Preliminary Notes by this Resolution authorized to be issued (or any Preliminary Notes by any other resolution authorized to be issued which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes issued by the Local Authority, there are hereby authorized to be issued, from time to time, Preliminary Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other resolution authorizing the issuance of Preliminary Notes) equal to the aggregate Estimated Cost of Preliminary Surveys and Planning specified in said Preliminary Loan Contract.

(B) Each Preliminary Note shall bear interest, and shall be payable, in form and manner as prescribed by the Preliminary Loan Contract and this Resolution; shall be signed in the name of the Local Authority by the Chairman or Vice Chairman; and shall have the official seal of the Local Authority impressed thereon attested by the Secretary ; and shall otherwise be in substantially the form of note hereto attached and marked "Exhibit C."

(C) Each Preliminary Note shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest on such Notes.

(D) As additional security for the equal and ratable payment of the principal of and interest on all Preliminary Notes issued pursuant to this Resolution the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys, and grants, unto the Government (or any successor to its powers, functions, and duties), all the real and tangible personal property wheresoever situated which it has acquired or may hereafter acquire in connection with or relating to the low-rent housing undertaken pursuant to the Preliminary Loan Contract. If the preceding sentence shall be adjudged by a court of competent jurisdiction to be invalid or ineffective it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest on each Note from other funds of the Local Authority as herein provided.

Section 5.

Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

- (1) The term "Resolution" shall mean this Resolution.
- (2) All other terms used in this Resolution and which are defined in the Preliminary Loan Contract shall have the respective meanings ascribed thereto in the Preliminary Loan Contract.

Section 6.

All resolutions or parts of resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Preliminary Notes (sometimes called "Preliminary Loan Notes") pursuant to the Preliminary Loan Contract are hereby repealed: Provided, however, That such repeal shall in no way affect the validity of Preliminary Notes or Preliminary Loan Notes issued pursuant to said resolutions which are outstanding or on deposit for delivery pending payment therefor on the date this Resolution becomes effective.

Section 7.

This Resolution shall take effect immediately.

FALMOUTH HOUSING AUTHORITY 346 GIFFORD STREET FEBRUARY 11, 1980

- Members Present: Charles Haynes
W. Ward Rainnie
Laura Jackson
Anthony Glista
- Staff Present: Elliott A. Smoler
Ellen McEleney
Frank Duffy, Esq.
- Also Present: Jaqueline Reese
Mrs. Reese
Susan Beardsley, Social Worker
Kath Pena
Jim Conley
Ron Axelrod, AIA

Meeting called to order at 7:35 p.m.

The Chairman stated that we will convene into Executive Session for the purpose of hearing an applicant's case and will reconvene into General Session and Executive Session. The Board was polled: Charles Haynes-Aye, Anthony Glista-Aye, Laura Jackson Aye, Mr. Rainnie-Aye. All in favor. SO VOTED.

Reconvene General Session 7:45 p.m.

Mr. Rainnie moved to approve the General Session minutes of January 14, 1980. Mrs. Jackson second. All in favor. SO VOTED. Mr. Rainnie moved to approve the minutes of the Special Meeting of January 21, 1980, Mr. Glista second. All in favor. SO VOTED.

The Chairman read a letter from Mr. Jim Conley stating the repairs completed at Andy's Lane. Mr. Conley explained in detail the repairs and the extent of the repairs. The house is now ready for occupancy. Mr. Rainnie moved to pay the bills. Mrs. Jackson second. All in favor. SO VOTED.

Ms. McEleney presented the status report on 667:

APPLICANTS	32
RESIDENTS	23

One vacancy at 13 Choate Lane.

705 Status Report:

3 Bedroom Applicants	20
4 Bedroom Applicants	8

One three bedroom vacancy.

Mr. Axelrod went over the plans and pointed out some minor changes. The corridor in the middle building has been eliminated to maximize the space of the community room. The elevator has been turned for easier access. The center section had originally one pitch; it has now been separated thereby creating an outdoor terrace on the roof that will have guardrails. There will be no wood, instead there will be either metal panels or asbestos. This was done for fireproofing reasons and the building is now a Class 2 building. HUD has no major complaints.

Frank Duffy has submitted a proposal to Mr. Masmanian that is at the time of the sale Mr. Masmanian and Mr. Canty agree to release the rights of way, we will set aside \$20,000 in escrow to move the driveway. Approximately \$8,000 for each side of the driveway. The proposal was submitted sometime last week and they have ninety (90) days to resolve their differences. When the driveway is moved, we will then release the money.

Mr. Smoler stated that as of last Friday, there were only 11 applications for the 60 units of handicapped funding. We are the only agency from this area that submitted an application. Mr. Smoler informed the Board that he has spoken with Mr. Axelrod about using the same plans as the 80 units only a modified version, this would be possible. This would lower the per-unit cost and we could use the same contractor. There is an alternate site.

Mr. Smoler stated that the allocations for the MA06-E047-006 application for existing units under Section 8 have not come out yet. They are earmarked mobility. The Chairman asked about the 705 funds: Mr. Smoler stated that they should be in sometime next week. The application for Section 8-MOD has been refiled.

We have filed an application per the Selectmens' request for the 312 Program Loan. This is the Community Development Block Grant (CDBG) which enables low and moderate income families to obtain loans at low interest rates from the Government to rehabilitate sub-standard housing units, to winterize, etc. their homes. The loans start at a 3% interest rate with a 15-year pay back.

The Chairman brought up Eddy Duan's retirement; he will be leaving March 31, 1980. The Chairman appointed Ms. McEleney and Mrs. Jackson to a subcommittee for the planning of Eddy's retirement party.

Since there was no further business in General Session, the Chairman stated that we would now reconvene Executive Session and would not reconvene General Session.

8:50 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

Members Present: Charles Haynes
W. Ward Rainnie
Laura Jackson
Anthony Glista

Staff Present: Elliott A. Smoler
Ellen McEleney
Frank Duffy, Esq.

Also Present: Jaqueline Reese
Mrs. Reese
Susan Beardsley, Social Worker
Kathy Pena

7:35 p.m.

Ms. McEleney introduced Jacqueline Reese's case. Ms. Reese went onto explain that after only two days in a rental unit, the gas heater was condemned by Fay's for gas leaks. She is presently living with her mother and her possessions are being stored at her sister's. Mr. Smoler stated that Fay's does not have to power to condemn anything and that if she was to produce a letter from the Gas Inspector stating that the heater was in fact condemned, that she would come under the priority of Public Action. Ms. Reese said that she would obtain the letter and thanked the Board.

Reconvene Executive Session 8:50 p.m.

Ms. Kathy Pena came before the Board to request a transfer of her 707 Certificate from Housing Assistance Corporation. Her son is enrolled in a day care center in Falmouth and she is in the process of getting a job through CETA. She has no transportation and is presently living in a motel. The Chairman told Ms. Pena that the Board would take it under advisement and get back to her. Mr. Rainnie moved not to accept the transfer. Mr. Glista second. All in favor. SO VOTED.

Mr. Glista moved to accept the Executive Session minutes of January 14, 1980. Mr. Rainnie second. All in favor. SO VOTED.

Mr. Rainnie presented a tentative salary plan, a copy of which is attached. It was suggested that an employee who starts before January would be entitled to an increase, subject to review, in July and an employee who starts after January, would have to wait until the following July to be entitled to an increase. Everyone is entitled to a cost-of-living increase. Mr. Glista moved to adopt the salary plan with the guidelines specified. Mrs. Jackson second. All in favor. SO VOTED. Mr. Rainnie moved to request a 7% cost-of-living increase. Mrs. Jackson second. All in favor. SO VOTED.

Meeting adjourned 10:00 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

SALARY PLAN FALMOUTH HOUSING AUTHORITY

PROPOSAL 2-6-80

PAY GRADE		ENTRY 1	2	3	4 MAXIMUM
1	Weekly	\$ 114.00	\$ 120.00	\$ 127.00	\$ 134.00
	Annual	\$5928.00	\$6240.00	\$6604.00	\$6968.00
2	Weekly	\$ 139.00	\$ 147.00	\$ 155.00	\$ 164.00
	Annual	\$7228.00	\$7644.00	\$8060.00	\$8528.00
3	Weekly	169.00	179.00	189.00	\$ 199.00
	Annual	8788.00	9308.00	9828.00	10,348.00
4	Weekly	192.00	203.00	215.00	226.00
	Annual	9984.00	10,556.00	11,180.00	11,752.00
5	Weekly	214.00	227.00	239.00	252.00
	Annual	11,128.00	11,804.00	12,428.00	13,104.00
6	Weekly	247.00	262.00	276.00	291.00
	Annual	12,844.00	13,624.00	14,352.00	15,132.00
7	Weekly	274.00	292.00	308.00	324.00
	Annual	14,248.00	15,184.00	16,016.00	16,848.00
8	Weekly	306.00	324.00	342.00	360.00
	Annual	15,912.00	16,848.00	17,784.00	18,720.00
9	Weekly	341.00	361.00	381.00	401.00
	Annual	17,732.00	18,772.00	19,812.00	20,852.00
10	Weekly	374.00	396.00	418.00	440.00
	Annual	19,448.00	20,592.00	21,736.00	22,880.00
11	Weekly	445.00	478.00	498.00	524.00
	Annual	23,140.00	24,544.00	25,896.00	27,248.00

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

MARCH 10, 1980

MEMBERS PRESENT: Charles Haynes
 Jean Mayo
 W. Ward Rainnie
 Anthony Glista

STAFF PRESENT: Elliott A. Smoler
 Edward L. Studley
 Ellen McEleney
 Frank Duffy

Meeting called to order at 7:40 p.m.

Mrs. Mayo moved to approve the minutes of the February 11, 1980 minutes as printed.
 Mr. Rainnie second. All in favor. SO VOTED.

Mr. Studley presented the 667 Status Report:

Applicants	36
Residents	22

One vacancy at 466 Brick Kiln Road.

Mr. Smoler stated that we are in the process of updating all our waiting lists.

Mrs. Mayo moved to pay the bills. Mr. Rainnie second. All in favor. SO VOTED.

1036
MA06-E047-004: The amendment to the Preliminary Loan Contract changing it to \$43,000 was approved. We are expected to have working drawings by April 1. Colors will start to be chosen. Mr. Duffy informed the Board that there was a meeting with the architects, the attorneys, and Mr. Masmanian about the land. Mr. Masmanian wants both sides of the driveway moved and a new one built. He will, however, release all Rights of Way except the driveway with these conditions: 1. Mr. Masmanian and Mr. Canty would mutually release all Rights of Way except the driveway. 2. Mr. Canty would sell the Authority three lots with a Quickclaim Deed with the stipulation that he would not be released from his liabilities. 3. \$20,000 would be retained in escrow. 4. Mr. Canty would take the next step to remove the driveway. The cost to remove it would be paid for by the escrow funds. If he fails to remove the driveway by September of 1981, the Authority would keep the \$20,000 for damages. 5. If Mr. Canty has been making an effort and on September 1, 1981 he is in the process, we might make an extension if it would be worthwhile.

MA06-E047-005: 60 units. A motion was made to amend the application changing it from 60 units to 83 units so that we can use the same plans, saving a year of paperwork, and send out construction bids at the same time. Mr. Rainnie moved the amendment. Mr. Glista second. All in favor. SO VOTED.

Mrs. Mayo moved to approve the minutes of the Special Meeting of January 21, 1989. Mr. Rainnie second. All in favor. SO VOTED.

MA06-E047-006: Section 8 Existing Program. The funds have not been awarded yet. Mr. Smoler stated that they should be in prior to April 1.

8:05 The Chairman stated that we would now convene Executive Session and we would reconvene Regular Session. The Board was polled: Mr. Haynes-Aye, Mr. Glista-Aye, Mrs. Mayo-Aye, Mr. Rainnie-Aye.

8:55 Reconvene Regular Session.

Commissioners Liability. Mr. Smoler briefly explained that a Vermont commissioner went on a 705 site and started doing things his own way. The Clerk of the Works became upset and filed suit against him for one million dollars and the commissioner lost. Mr. Smoler wanted to inform the Board that there was no insurance coverage.

Mr. Smoler would like to purchase some transcription equipment for the office. He would like to purchase a Sanyo desk top transcribing machine and a portable dictating unit. The funds would come from the Section 8 Program. Mrs. Mayo moved to grant permission to purchase the equipment. Mr. Rainnie second. All in favor. SO VOTED.

Ms. McEleney reported on Eddy's retirement party, Mr. Smoler has ordered a plaque. We are giving him a scanner for a gift.

Meeting adjourned 9:20 p.m.

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

EXECUTIVE SESSION

MEMBERS PRESENT: Charles Haynes
Jean Mayo
W. Ward Rainnie
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney
Frank Duffy

ALSO PRESENT: Mr. & Mrs. Estey

Ms. McEleney briefed the Board on Mr. & Mrs. Estey's request to re-issue them a certificate. Mrs. Estey originally applied as Jean Walsh and reported only unemployment for income. She was issued a certificate, found a unit, and leases were signed. On the day leases were signed, Ms. McEleney read in the newspaper of their marriage intentions and Ms. Walsh was listed as an employee at the Park Beach Motel. She was called in for a conference and she stated that she was not aware that she had to report this. Mr. & Mrs. Estey were both called in for an informal conference and were informed that they had to report all income. When Ms. McEleney was verifying his GR income through the Welfare office, she found out that Mr. Estey was employed. It was then decided to revoke their certificate. They appealed the decision to the Board. The Chairman told the Esteys that the Board would take it under advisement and get back to them with a decision. They thanked the Board and left. Mr. Glista moved to re-issue them a certificate. Mrs. Mayo second. All in favor. SO VOTED.

Ms. McEleney presented the 707 rent increase requests:

Joseph Bento	779 Teaticket Highway
Helen Nader	99 John Parker Road
Toni Wing	78 Maravista Avenue
John Pitta	357 Main Street

Mrs. Mayo moved to grant a 5.3% increase to Mr. Bento, Mrs. Nader, and Mr. Wing, and an 8% increase to Mr. Pitta because he pays for utilities. Mr. Rainnie second. All in favor. SO VOTED.

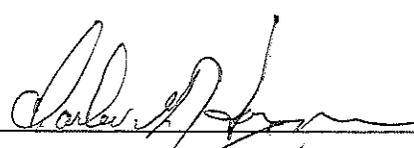
Mr. Duffy stated that Mr. Hickey accepted \$100. for a damage claim. There is not confirmation about the Scotland case except from the clerk.

Mr. Rainnie moved to approve the minutes of the Executive Session of February 11, 1980. Mrs. Mayo second. All in favor. SO VOTED.

The Chairman stated that we would now reconvene Regular Session and would not reconvene Executive Session. The Board was polled: Mr. Haynes-Aye, Mr. Glista-Aye, Mrs. Mayo-Aye, Mr. Rainnie-Aye.

8:55 p.m. Reconvene Regular Session.


 Elliott A. Smoler, Executive Director


 Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY 346 GIFFORD STREET APRIL 14, 1980

MEMBERS PRESENT: Charles Haynes
 W. Ward Rainnie
 Jean Mayo
 Anthony Glista
 Laura Jackson

STAFF PRESENT: Elliott A. Smoler
 Edward L. Studley
 Frank Duffy, Esquire
 Ellen McEleney

ALSO PRESENT: Robert Wilson, Architect
 Ms. Clauson, Board Candidate
 Mrs. Garvin, Board Candidate
 Representative from Silver Lake Dodge
 Representative from Tuetonic Construction Corp.
 Ronald Axelrod, Robert Engler, CRG

The meeting was called to order at 7:30 p.m.

The Chairman opened the bids for the painting contract to be awarded for Rose Morin Drive. They were opened and read as follows:

1. F. Santos Painting Company, Inc. 154 Tickle Road Westport, MA 02790	\$ 14,500 -2,000 LESS PAINT <hr/> 12,500
2. Tuetonic Construction Corporation Sullivan Building, Rt. 132 Hyannis, MA 02601	\$ 15,294 -1,000 LESS PAINT <hr/> 14,294
3. H.M. Horton 28 Gould Street Walpole, MA 02081	\$ 19,740 -1,940 LESS PAINT <hr/> 17,800
4. Cape Cod Color Associates \$25,250 55 Rotch Street -6,330 New Bedford, MA 02740 18,920 (Two Bids: Different Paints)	\$23,200 -4,300 LESS PAINT <hr/> 18,900
5. Quaker Drywall Corporation 9 Roberta Jean Circle E. Falmouth, MA 02536	\$ 32,190 -5,000 LESS PAINT <hr/> 27,190
6. R & H Painting Company, Inc. 11 Fernboro Street Dorchester, MA 02121	\$ 37,000 -2,700 LESS PAINT <hr/> 34,300

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The Chairman then opened and read, without detail, the truck-plow bids. The bids are listed as follows with addresses and delivered prices;

1. Belmont Auto Sales
1010 Pleasant Street
Belmont, MA 02178 \$9,647.00 (Rustproofing \$149. extra)
2. Best Chevrolet Company
128 Derby Street
Hingham, MA 02043 \$8,950.00
3. Buckler's GMC, Inc.
100 Ridgewood Avenue
Hyannis, MA 02601 \$9,311.00
4. Elbery Motor Corporation
360 River Street
Cambridge, MA 02139 \$9,652.38
5. Handy Dodge, Inc.
19 Stedman Avenue
Braintree, MA 02184 \$8,912.42
6. Jannell Ford
Main Street - Rt. 18
S. Weymouth, MA 02190 \$9,578.00
7. Mirak Chevrolet, Inc.
440 Mass Avenue
Arlington, MA 02174 \$8,841.00
8. Muzi Ford City
557 Highland Avenue
Needham Heights, MA 02194 \$10,075.00
9. Northeast International Trucks, Inc.
Medford, MA 02155 \$9,332.62
10. Pilgrim GMC Truck Sales, Inc.
1434 Main Street
Walpole, MA 02081 \$9,674.27
11. Quincy Motor Company, Inc.
85 Quincy Avenue - Box 411
Quincy, MA 02169 \$10,188.00
12. Quirk Chevrolet
37 Commercial Street
E. Braintree, MA \$9,045.00
13. Peter Stagg Chevrolet
168 Old Harbor Road - Rt. 28
Chatham, MA 02633 \$8,829.00
14. Westminster Dodge, Inc.
710-720 Wm T. Morrissey Blvd.
Dorchester, MA \$9,654.08
15. Clauson Chevrolet & Oldsmobile, Inc.
P.O. Drawer II
Falmouth, MA 02541 \$9,165.00 (With tube type tires)
\$9,045.00
16. GMC Truck Sales and Service
440 Main Street
Wareham, MA 02571 \$8,851.30
17. Falmouth Ford
Dilligham Avenue
Falmouth, MA 02540 \$ 9,989.00
\$10,098.00
18. Silver Lake Dodge
234 Worcester Street
Wellesley Hills, MA 02181 \$9,698.00

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Mrs. Mayo moved to take the bids under advisement and further moved to continue the meeting to April 17, 1980, at 10:00 a.m. for the purpose of awarding the bids. Mrs. Jackson seconded the motion. All in favor. SO VOTED.

667 STATUS REPORT:

Applicants	33
Residents	23

One vacancy at Rose Morin Drive and one vacancy at Salt Sea Lane.

705 STATUS REPORT:

3 Bedroom applicants	13
4 Bedroom applicants	9

No vacancies

Mr. Ronald Axelrod presented the finished rendering and two models. The Board was pleased with them. There was only one major change: the office and the maintenance area and office are now a separate building from the units. The nutrition center is now in its place. There were three minor changes: two rest rooms were moved nearer to the community room, a crafts room with a sink was added on the second floor, and the closet in the units was relocated. The plans will be submitted to HUD May 12 for review.

Mr. Duffy informed the Board that Mr. Canty has signed to document and it is now waiting for Mr. Masmanian's signature, his attorney is now reviewing it. Mr. Duffy sees no problem in the signing.

Mr. Rainnie moved to pay the bills. Mrs. Mayo seconded the motion. All in favor. SO VOTED.

Mr. Haynes explained that the architect from DCA will be coming down to view the 705 properties the Wednesday, Thursday, and Friday. He would like to have the other Board members to go around with them to view them also. Seventy-three listings were originally submitted but only twenty-eight were considered for various reasons like age, condition, leases in effect, not enough bedrooms, etc. Mrs. Jackson asked about the location of the homes being considered. Mr. Smoler stated that there was nothing in the Maravista area, one or two in the Seacoast area, others in Hatchville, North Falmouth, and East Falmouth.

Mr. Smoler talked about the possibility of modular homes. They are not the same as prefabricated homes, they are more soundly built. The Falmouth Housing Authority would be guaranteed for ten years. The production time from start to finish is 5½ days with an additional 10 days to 2 weeks to be placed on the foundation in two pieces. The opportunity to view their factory is available.

The Department of Community Affairs (DCA) wants an Affirmative Action Plan by April 30, 1980, following their guidelines in the Affirmative Action Booklet. In fact, they suggested that we use their model in its entirety. Since Mrs. Jackson used their guidelines and submitted a plan two years ago, she and other Board members would like DCA to explain, in writing, why our plan is not acceptable. Mrs. Jackson feels very strongly about this since she worked very hard over several weeks to develop our plan. Mrs. Mayo then moved that Mrs. Jackson write a letter to DCA explaining our position, resubmitting our plan, and asking them to write specifically what is wrong with our plan and any action be deferred until we hear back from DCA. Mr. Rainnie seconded the motion. All in favor. SO VOTED.

Mr. Smoler presented the Third Amendment to the existing Annual Contributions Contract (ACC) which increases the amount from \$236,388 to \$281,749. This amendment reflects the implementation of the utility allowance system for the 707 Program which was retroactive to October 1, 1979.

The following Amendment was read and considered in full:

THIRD AMENDMENT TO THE AGREEMENT

between the

COMMONWEALTH OF MASSACHUSETTS, DEPARTMENT OF COMMUNITY AFFAIRS

and the

FALMOUTH HOUSING AUTHORITY

THIS AMENDMENT TO AN AGREEMENT is entered into as of this 18th day of March 1980 by and between the Commonwealth of Massachusetts, acting by and through the Department of Community Affairs (hereinafter referred to as the "Department") and the Falmouth Housing Authority (hereinafter referred to as the "Authority")

WHEREAS, the DEPARTMENT and the AUTHORITY do mutually desire to change said AGREEMENT:

NOW, THEREFORE, the parties hereby mutually covenant and agree as follows:

1. Section 1 (A), (Annual Contributions) Paragraph 3 is hereby amended by deleting the amount \$236,388. and substituting \$281,749.

This change reflects the implementation of a utility allowance schedule. Contributions will be advanced on a quarterly basis beginning on October 1, 1979.

Mrs. Jackson moved to approve the above-mentioned third Amendment as read. Mr. Rainnie seconded the motion. All in favor. SO VOTED.

Mr. Smoler talked about the Bureau of Indian Affairs that is being established. NAHRO and public housing agencies are opposed to it in its present form. They are expected to have the same powers as a housing authority and possibly be able to operate anywhere in the Commonwealth.

Since there was no further business in Regular Session, the Chairman stated that we would now convene Executive Session and would reconvene Regular Session on Thursday, April 17, 1980, at 10:00 a.m. for the purpose of awarding the bids. The Board was polled:

AYES

NAYS

Mrs. Jackson
Mr. Rainnie
Mr. Glista
Mrs. Mayo
Mr. Haynes

Convene Executive Session 9:45 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

APRIL 14, 1980

EXECUTIVE SESSION

MEMBERS PRESENT: Charles Haynes
W. Ward Rainnie
Laura Jackson
Jean Mayo
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esquire
Ellen McEleney

9:45 p.m.

Ms. McEleney presented the 707 rent increases:

Lincoln Dunbar	44 Corte Real Avenue
Paul Rodriques	Cin Roc Circle (2 apartments, up & down)
Jean Mascia	29 Edgewater Drive, West
Philip Furtado	23 Seacoast Boulevard
William Manning	14 Hartwell Drive
John Barrett	47 Heritage Circle

No landlord included utilities and Mrs. Mascia has not completed necessary repairs.

Mrs. Jackson moved to grant a 5.3% increase to all landlords with the stipulation that Mrs. Mascia receives her increase when all repairs are completed. Mr. Rainnie seconded the motion. All in favor. SO VOTED.

Last month Mr. Joseph Bento was granted a 5.3% increase for his property located at 779 Teaticket Highway. Mr. Bento replied that this was not a large enough increase because he has not asked for an increase in several years and wanted a 10% increase or he would terminate the lease. Discussion followed and Mr. Rainnie moved to grant an 8% increase. Mrs. Mayo seconded the motion. All in favor. SO VOTED.

Ms. McEleney reported on how well Eddy Duane's retirement party went at the John DeMello Senior Center on March 29. The Authority gave him a five-Ban radio/scanner for a gift and the various projects gave other gifts. The total expense of the party and gift was \$270.02.

Ms. McEleney presented a damage claim from David O'Reilly for 16 Churchill Drive for \$306. The tenant vacated in the middle of the night. The Authority is only liable for two month's rent. Mr. O'Reilly said he made all the repairs but when Mr. Smoler inspected the house, all repairs were not completed. Mr. Duffy suggested that we defer making a decision until next month and request Mr. O'Reilly to submit invoices. Mrs. Mayo moved to hold off until invoices were presented. Mr. Rainnie seconded the motion. All in favor. SO VOTED.

Mr. Duffy reported that the Ann Bellooli case was settled for \$5,000. to be paid by the landlord's insurance company. The Scotland case went back to court and the judge decided in our favor that we do not owe the Scotland's any money for their claim at all.

Ms. McEleney presented a letter from Nancy Jonas, a landlady, requesting to evict her tenant, Cynthia Gibbs, from the property located at 20 Amvets Avenue. The letter was not written correctly and did not conform to the section in the lease regarding evictions. Mr. Duffy suggested that we send the letter back and have it done correctly.

Mr. Smoler began to show the Board the 705 listings that were looked at. Mrs. Mayo suggested that we hold off until next month's meeting because she felt it was not necessary at this time.

Mr. Smoler talked about the hiring of the new plumber/laborer person. There were eight applicants, and seven were interviewed. The reason one was left out of the interview was simply because his attitude was not commendable or acceptable to be considered for working with elderly and low-income people. The interview process consisted of Mr. Smoler, Ms. McEleney, Mr. Haynes, a 705 tenant, and an elderly tenant from one of the projects being present. Mr. Paul McAllister who currently works at Fay's was chosen. He will begin in two weeks.

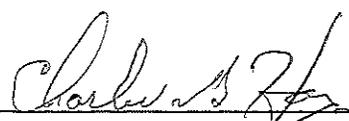
Since this was Mrs. Mayo's last meeting, the Chairman thanked her for her many years of dedicated service and wished her luck.

It was decided that since Mrs. Mayo's signature was on the check signing signature plate, that Thursdays would be the day to hand-sign the checks until a new plate is delivered.

Since there was no further business in Executive Session, the Chairman stated that the meeting be adjourned.

10:45 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

APRIL 17, 1980

CONTINUATION OF MEETING OF 4/14/80

MEMBERS PRESENT: Charles Haynes
W. Ward Rainnie
Anthony Glista
Elizabeth Jane Clauson

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Frank Duffy, Esquire
Ellen McEleney

It was stated that Ms. Clauson would be disqualified from the awarding of the truck bid because of the fact that she is employed by and related to one of the bidders. Ms. Clauson agreed.

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Mr. Smoler stated that there was an error in the opening of the bids at the previous meeting: the bid that was submitted by Elbery Motors Corporation contained four separate bids and only one was read, being a one ton-truck, the others were 3/4 tons.

The following bids are from low to high with deficiencies listed:

1. Elbery Motor Corporation. \$8,471.22. No year was stated, the snow plow package was not stated to be factory-installed, the transmission was automatic, only four tires were bid and they were the wrong size, the CID was 302, no mention of the rotating amber beacon, and no mention of the lettering.
2. Peter Stagg Chevrolet. \$8,829.00 Did not state delivery date or specific equipment.
3. Mirak Chevrolet, Inc. \$8,841.00 The year was not stated, the bed size was not stated, the snow plow package was not specified to be factory-installed, no mention of locking hubs or tube type tires, the bid was not signed.
4. GMC Truck Sales and Service. \$8,851.30 This bid met all specifications.
5. Handy Dodge, Inc. \$8,912.42 or \$8,914.42 (At the top of the bid, the price was the former, however, the price was carried down to be the latter. It is uncertain which is the correct price). The year was not stated, the plow was not a Fisher plow, no bed size was mentioned, or locking hubs, and the tires were the wrong size.
6. Best Chevrolet Company. \$8,950.00 Does not indicate locking hubs, no bed size was mentioned, the snow plow was not stated to be factory-installed, no heavy duty rear springs or cooling system, no power steering or power brakes, and no rear step-up bumper.
7. Elbery Motor Corporation. \$8,988.13 No year was given, the snow plow was not stated to be factory installed, the tires were the wrong size, no mention of a rotating amber beacon, or lettering.
8. Quirk Chevrolet. \$9,045.00 The snow plow or the package were not specified, the locking hubs were not mentioned or the bed size, power steering or power brakes, rotating amber beacon, or the lettering.
9. Clausons Chevrolet and Oldsmobile, Inc. Two prices were given: \$9,165.00 with tube type tires and \$9,045.00 without tube type tires. Locking hubs were not mentioned or a snow plow package, or specific equipment.
10. Elbery Motor Corporation. \$9,210.73 No mention of the year, or the locking hubs, the transmission, power steering, power brakes, heavy duty alternator, rotating amber beacon, or the lettering, the tires are the wrong size.
11. Buckler's GMC, Inc. \$9,311.00 This bid met all specifications.
12. Northeast International Trucks, Inc. \$9,332.62 6' bed, the tires are the wrong size, a 345 CID, no heavy duty cooling system was mentioned.
13. Jannell Motors, Inc. \$9,578.00 This bid met all specifications.
14. Belmont Auto Sales, Inc. (Ford) \$9,647.00 No locking hubs were mentioned, no bed size was mentioned, or transmission, power steering, power brakes, or heavy duty alternator. (Rustproofing is an additional \$149.00)
15. Westminster Dodge, Inc. \$9,654.08 No mention of tube type tires.
16. Elbery Motor Corporation. \$9,652.38 No year was mentioned, or bed size, transmission, motor size, power steering, power brakes, heavy duty alternator or cooling system, rotating amber beacon, or lettering.
17. Pilgrim GMC Truck Sales, Inc. \$9,674.27 The bed size was not mentioned, the transmission was automatic, no power steering or power brakes were specified, heavy duty alternator, or mirrors, only four tires were bid, the bid was not signed, the plow was not stated to be factory installed.
18. Silver Lake Dodge. \$9,698.00 No mention of tube type tires.
19. Muzi Ford City. \$10,075.00 No mention of locking hubs, bed size, power steering, power brakes, heavy duty alternator or cooling system, rotating amber beacon, lettering, or delivery date, the tires were the wrong size, no front heavy duty springs, and the plow was not stated to be a Fisher.
20. Falmouth Ford. Two bids: \$9,989.00 for an ordered vehicle and \$10,098.00 for an in stock vehicle. Deficiencies on the in stock vehicle are: an automatic transmission, no heavy duty alternator, and the tires are the wrong size.

21. Quincy Motor Company, Inc. \$10,188.00 This bid met all specifications.

Discussion followed. Mr. Rainnie moved to accept the lowest bid that met all the specifications: GMC Truck Sales and Service with a bid of \$8,851.30, subject to the Executive Office of Community Development (EOCD) approval. Mr. Glista seconded the motion. All in favor. SO VOTED.

Painting bid for Rose Morin Drive, Project 667-3. F. Santos Painting Company, Inc. of 154 Tickle Road, Westport, MA submitted a bid for \$14,500. with the Company supplying their own paint and \$12,500 with the Authority supplying the paint. Mr. Studley stated that he had looked into their references: The Town of Barnstable, the Osterville Community Building, the Worcester Fire Department, the Manchester Housing Authority. There were a few trouble spots at the Worcester Fire Department but the Company corrected them. All references showed good quality. They are covered by Boston Old Colony Insurance Company for \$500,000. They submitted a \$1,200. bid bond.

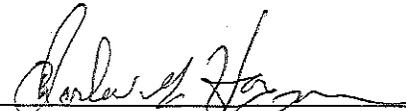
Mr. Rainnie moved to award the painting contract to F. Santos Painting Company, Inc. for the sum of \$12,500 with the Falmouth Housing Authority supplying the paint, subject to EOCD approval. Mr. Glista seconded the motion. All in favor. SO VOTED.

Since there was no further business, Mr. Rainnie moved to adjourn the meeting. Ms. Clauson seconded the motion. All in favor. SO VOTED.

10:55 a.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

MAY 12, 1980

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Laura Jackson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney

The Chairman called the meeting to order at 7:35 p.m.

Mr. Glista moved to approve the minutes of the meetings of March 10, 1980, April 14, 1980, and April 17, 1980. Mrs. Jackson seconded the motion. 4-Ayes, 0-Nays. MOTION CARRIED.

Mrs. Jackson moved to open nominations for Chairman. Ms. Clauson seconded the motion. 4-Ayes, 0-Nays. MOTION CARRIED.

Mrs. Jackson nominated Mr. Haynes for Chairman. Ms. Clauson seconded the motion.

There being no further nominations, Mrs. Jackson moved that nominations for Chairman be closed. 4-Ayes, 0-Nays. MOTION CARRIED.

Mr. Haynes nominated Mrs. Jackson for Vice Chairman. Mr. Glista seconded the motion.

There being no further nominations, Mr. Haynes moved that nominations for Vice Chairman be closed. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to open nominations for Treasurer. Ms. Clauson seconded the motion.

Mr. Haynes nominated Mr. Glista for Treasurer. Ms. Clauson seconded the motion.

There being no further nominations, Mr. Haynes moved that nominations for Treasurer be closed. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista moved to open nominations for Assistant Treasurer. Mr. Haynes seconded the motion.

Mr. Glista nominated Ms. Clauson for Assistant Treasurer. Mr. Haynes seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to open nominations for Assistant Secretary. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes nominated Mr. Rainnie for Assistant Secretary. Mrs. Jackson seconded the motion.

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There being no further nominations, Mr. Haynes moved that nominations for Assistant Secretary be closed. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved the Secretary cast one vote for the slate of officer. 4 Ayes, 0 Nays. MOTION CARRIED.

The Secretary then turned the meeting back over to the Chairman.

Mr. Studley presented the status reports:

<u>667</u>		<u>705</u>	
Applicants	36	3 Bedroom Applicants	32
Residents	21	4 Bedroom Applicants	7
NO VACANCIES		NO VACANCIES	

004: Scranton Avenue

All the plans have been submitted to HUD. There are no major changes. The final drawings are being prepared. Mr. Smoler informed the Board that Mr. Masmanian passed away Monday evening. The documents regarding the Rights of Way were left unsigned. He was the only beneficiary. Mr. Smoler has suggested to Mr. Duffy that we take it by eminent domain but to hold off until May 23 to give Mrs. Masmanian a chance to sign.

005: Additional 60 units upgraded to 83 units:

We have not yet heard any word. Mr. Smoler does not think that it will take as long as 004 because we will be using the same plans and will go out to bid simultaneously and will use the same contractor.

705 Tenant Selection Policy

Mrs. Jackson questioned the 705 tenant selection policy. She stated that she was contacted by two families inquiring about it. Mr. Smoler stated that we must go by the state mandated policy.

Re-Grade of Existing Position. Ms. McEleney presented a request to the Board to upgrade an existing position. Originally the position the person applied for in September of 1979 was strictly clerical, however, numerous other duties were added as explained by Ms. McEleney. Mr. Glista questioned the qualifications of the applicant. Mrs. Jackson was concerned about setting a precedent for promoting a person in such a short period of time. She asked if the job description would be changed. Mr. Smoler stated that it would be. More discussion followed and Mr. Haynes moved to upgrade the current clerk position to a Senior Clerk/Recertification Specialist as of July 1, 1980, the position would go from a Grade 2, Step 1, to a Grade 3, Sept 1. Mrs. Jackson seconded the motion. The Board was polled: Mrs. Jackson-Aye, Mr. Haynes-Aye, Ms. Clauson-Aye, Mr. Glista-Aye. MOTION CARRIED.

Mrs. Jackson moved to make a policy decision that all job description changes, grade level changes, and position changes shall take effect on July 1 of each fiscal year subject only to extenuating circumstances. 4 Ayes, 0 Nays. MOTION CARRIED.

The annual Massachusetts NAHRO Conference is beginning Sunday, May 18 at 2:00 p.m. It will be held at the Seacrest Motel. Mr. Haynes moved to appropriate \$250.00 for the hospitality booth. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Las Vegas Conference. Mr. Smoler explained that he had already made the reservations for the plane fare to and from the conference. The plane fare for one person is \$350.00 and \$1,752.50 for five. Mr. Glista moved the expenditure. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to appropriate \$120.00 for the transportation to and from the airport. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to appropriate \$50.00 per day for food and expenses. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays, 1 no response: Ms. Clauson. MOTION CARRIED.

Mrs. Jackson moved to hold the July monthly meeting on the 7th instead of the 14th because some of the Board members will be attending conference and will not have returned. Mr. Haynes seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson moved to pay Mr. Smoler out of the administrative funds set up for the work that he has been doing on the Scranton Avenue project retro-active to October 1, 1979, through March 31, 1980, the amount of \$2,230. to close out the preliminary loan account. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

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Mr. Engler, of Stockard & Engler, suggested to Mr. Smoler to have a Board vote to clarify the fact that he will begin to receive payments when the new ACC is signed. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

The Chairman requested Mr. Smoler to have Mr. Schwartz, our fee accountant, submit a monthly report showing the expenditures and balances to be effective with the next fiscal year.

Mr. Glista questioned the policy of the Board regarding mileage reimbursements for attending conference. Mr. Smoler explained that it was the policy of the Board to pay for the mileage of the car with the majority going in it. Mrs. Jackson stated that this is the policy, therefore, no check should have been written except for the car with the majority in it. More discussion followed. Mrs. Jackson moved to pay the bills. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays, 1 no response: Mr. Glista.

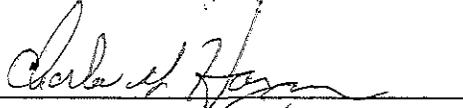
Mr. Glista also questioned the Board policy on supplies and travel. It was explained that the policy is that any purchase of under \$200. does not need prior Board approval. Travel expense is a budget line item. When Mr. Glista asked who signed the three checks he had refused to sign, Mrs. Jackson stated that she did because the bills had already been voted on.

The Chairman then requested Mr. Smoler to keep an accounting of his mileage.

The Chairman stated that since there was no further business in General Session, that we would now convene Executive Session and would not reconvene General Session.

9:40 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

MAY 12, 1980

EXECUTIVE SESSION

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Anthony Glista
Laura Jackson

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney

Convene Executive Session 9:40 p.m.

Ms. McEleney presented a 707 rent increase request.

Mr. Alan Latti 29 Suncrest Drive

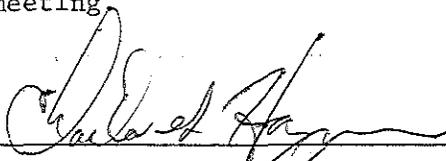
Mr. Lattie does not provide utilities. Mrs. Jackson moved to approve a 5.3% increase. Mr. Glista seconded the motion. The Board was polled: Mr. Haynes-Aye, Mr. Glista-Aye, Ms. Clauson-Aye, Mrs. Jackson-Aye. MOTION CARRIED.

Mr. Smoler informed the Board that the office was broken into last Sunday night. They only entered the reception area and did not come into the conference room, the back office, the supply room, or the upstairs offices. They stole the IBM Correcting Selectric II, the Pitney Bowes postage meter and base, the check signing machine with no plate in it, the check protector with keys, a scale for weighing postage, the new dictating equipment with no microphone, and Mr. Smoler's golf clubs. Mr. Haynes has already authorized the expenditure for the Pitney Bowes postage machine. Mr. Haynes moved to replace all the stolen equipment with the exception of the check signing machine. Mrs. Jackson seconded the motion. Rubber stamps will be made up with signatures on them instead of purchasing another machine. The Board was polled: Mrs. Jackson-Aye, Mr. Haynes-Aye, Ms. Clauson-Aye, Mr. Glista-Aye. MOTION CARRIED.

The Chairman asked if there was any further business in Executive Session. Since there was no further business, the Chairman adjourned the meeting.

10:15 p.m. Meeting Adjourned.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

MEMBERS PRESENT: Charles Haynes, Chairman
Laura Jackson
Ward Rainnie

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney

The meeting was called to order at 4:30 p.m.

Mr. Smoler explained to the Board Members how the budgets were prepared. The members reviewed the projected PUM's, salaries, expenses, etc.

Mrs. Jackson moved to accept the 667-C budget as presented. Mr. Rainnie seconded. 3-Ayes, 0-Nays. MOTION CARRIED.

Mrs. Jackson moved to accept the 705-C budget as presented. Mr. Rainnie seconded. 3-Ayes, 0-Nays. MOTION CARRIED.

Mrs. Jackson moved to accept the 705-3 budget as presented. Mr. Rainnie seconded. 3-Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson moved to accept the 707 budget as presented. Mr. Rainnie seconded. 3 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson moved to accept the Section 8 budget as presented. Mr. Rainnie seconded. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler then presented the amendments to the Section 8 ACC for the 15 additional units just awarded. The following resolution was read by Mr. Smoler:

WHEREAS, the Falmouth 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 twentieth day of October, 1975 (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, with such other documents evidencing the approval and authorizing the execution of said Amendment as may be required by the Government.

Ward Rainnie moved to accept the resolution as read. Laura Jackson seconded. A discussion about mobility followed. Ellen McEleney explained that the 15 units were all earmarked for mobility. That was the only way HUD would grant any new funding. At the NAHRO conference at the Seacrest a mobility panel dealt with the issue very effectively in Ms. McEleney's opinion. Though she had been opposed to mobility in the past, the comments made by Mr. Siflinger and some comments made by D.C.A. employees at other conferences have convinced her that this was a very workable plan and would, hopefully, be effective in stopping the State (DCA) take-over of all Section 8 funding. Mr. Smoler explained in detail how the mobility program would be handled. He stated that there was currently 34 Housing Authorities willing to participate and more on the way. Our funding would be given to the next 15 people on our waiting list-it would be explained that they could use the funding here in Falmouth or in any one of the 34 participating towns. The Board expressed immediate concern that people would be arriving from all over to live on Cape Cod. Mr. Smoler explained that we only have to accept the same amount as the funding we received if that is what the Board would like. Mrs. Jackson & Mr. Rainnie expressed their deep concern and dislike of the program especially in light of the fact that HUD has mandated mobility whether the PHA's like it or not. Mr. Smoler & Ms. McEleney explained that the State could not manage the program as well as we could or have the control that the local agency has; i.e., inspections, re-certifications, etc. A vote was called on the motion. 3 Ayes, 0 Nays. MOTION CARRIED.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

JUNE 9, 1980

346 GIFFORD STREET

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
Laura Jackson
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney
Frank Duffy, Esquire

The Chairman called the meeting to order at 7:35 P.M.

There was much discussion about the May 12, 1980 minutes. The Board decided to table the minutes until an amended copy was presented.

Mrs. Jackson moved to approve the minutes of the June 2, 1980, Special Meeting regarding the budgets with the deletion of the word "(CAUTIOUSLY)" on page 2. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Studley presented the status reports:

	<u>667</u>		<u>705</u>	
37	Applicants	3 Bedroom Applicants	32	
20	Residents	4 Bedroom Applicants	7	
		NO VACANCIES		

004: Scranton Avenue

No operational changes. Last Wednesday, June 4, Mr. Poole's office stated that they would send down a letter outlining the guidelines for eminent domain. There will have to be an appraisal to determine the value of the Rights of Way. No letter has been received.

005: Additional 60 units upgraded to 83 units

Mr. Smoler explained that we are waiting for a letter from the Regional Office approving financial feasibility.

705-3:

We have received authorization from the Executive Office of Communities and Development to purchase 12 properties. Three of which are either off the market, sold, or not available. One may be coming back on the market. We have negotiated 9 purchase and sales agreements. The average asking price is in excess of \$48,000.; the actual average is under \$42,000. We are ahead of schedule.

Ms. McEleney presented a letter from the Executive Office of Communities and Development (EOCD), that was in response to a letter from Mrs. Jackson, approving our Affirmative Action Plan.

Mr. Studley informed the Board that he will be turning in his resignation for the purpose of retirement.

The Selection Committee reported on their choices of applicants: Ms. Kathy Roan, the receptionist, began June 9, 1980; Ms. Mary Dolan, the clerk/typist, will begin July 1; the maintenance laborer, Michael Duffany and the working foreman, James Conley, both will also begin July 1.

Mr. Smoler presented the following resolution to be read in full and considered by the Board:

WHEREAS, the Town of Falmouth has recently acquired four hundred (400) acres of land,

THEREFORE, be it resolved by the Falmouth Housing Authority acting as the redevelopment authority in the Town of Falmouth, that the selectmen are hereby authorized to enter into an agreement with the Department of Community Affairs to secure monies for the feasibility and planning of the proposed project. This authorization is for the purpose of feasibility and planning only. Finished plans are to be submitted for our review and consent.

Mrs. Jackson moved to accept the resolution as read. Ms. Clauson seconded the motion. The Board was polled:

AYES

NAYS

- Mrs. Jackson
- Ms. Clauson
- Mr. Haynes
- Mr. Glista

MOTION CARRIED.

Mrs. Jackson suggested that since the Authority is growing, possibly we should draw up a personnel policy. Discussion followed and Mr. Haynes appointed a committee to draw up such a policy: Mrs. Jackson, Mr. Studley and Mr. Haynes.

The Chairman then stated that we would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene General Session.

The first motion to convene Executive Session did not carry so that the Board members could go through and sign the bills.

Mrs. Jackson moved to pay the bills with the clarification of the telephone bill. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED

The Chairman then stated that we would now go into Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene General Session. The Board was polled: 4 Ayes, 0 Nays. MOTION CARRIED

8:45 P.M.

With a new motion in Executive Session, General Session was reconvened for the purpose of awarding the Fuel Oil Bids.

The bids were opened at 10:00 A.M., June 9, 1980, at the Falmouth Housing Authority, 346 Gifford Street, Falmouth. They read from low to high as follows:

1. Blue Flame Oil Service
322 Palmer Avenue
Falmouth, MA 02540
4 cents above present tank price
2. Falmouth Coal Company
21 N. Main Street
Falmouth, MA 02540
4 cents per gallon discount
3. Atwood Oil Company
Brooks Road
Hyannis, MA 02601
4.9 cents above present tank price
4. Earle's Service Station
107 Route 6A
Sandwich, MA 02563
5 cents above present tank price
5. PS Ideal Fuel
Acapesket Road
E. Falmouth, MA 02536
6 cents above present tank price
6. Sorrenti Brothers, Inc.
Sagamore Rotary
Sagamore, MA 02561
8 cents above present tank price
7. Wright Oil Company
134 Main Street
E. Falmouth, MA 02536
10 cents above present tank price

Mr. Glista moved to award the fuel oil bid for fiscal year 1981 to Blue Flame Oil Company. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Discussion followed about the eruption of a cesspool at Choate Lane; Mr. Smoler clarified the telephone bill by explaining that most of the calls were connected with the NAHRO Conference at the Seacrest and that DCA will reimburse us for those calls; there was discussion about the truck. Mr. Smoler explained that we have two approvals from DCA for the purchase of the truck. We can either take it out of the Operating Reserve funds or the interest from the 705 Development account. We will be using the interest from the 705 Development account.

Meeting adjourned 10:40 P.M.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

346 GIFFORD STREET

JUNE 9, 1980

MEMBERS PRESENT: Charles Haynes
Laura Jackson
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney
Frank Duffy, Esquire

ALSO PRESENT: Cynthia Gibbs
Mr. Geggatt

8:45 P.M.

Ms. McEleney explained that last month Mrs. Jonas, a landlady, sent in a letter requesting permission to evict Ms. Cynthia Gibbs from 25 Amvets Avenue. However, the letter was written incorrectly. This month a letter was submitted and done correctly. Her reasons for requesting the eviction in the letter June 3, 1980 were the following:

1. Failure to pay the rent to which the landlord is entitled in a timely manner, causing her to make many calls to you and visits to the property to collect rent.
2. Violations of Article II of the Massachusetts State Sanitary Code on numerous occasions by failure to maintain the premises in a clean and neat condition; and, in particular, by failing to store your garbage in watertight receptacles with tight fitting covers, using mostly plastic bags.
3. Allowing the garbage to accumulate for as much as three weeks with disposal, causing the plastic bags to be torn apart by dogs and thereby to be carried or blown onto neighboring properties. You have, on these occasions, failed to clean up the neighbors' yards after numerous requests. This lack of concern over the disposal of garbage has affected the health, comfort, safety and convenience of the general public.
4. Failure to maintain the house in the condition in which it was when rented. You have damaged the kitchen cabinets, allowed the walls to be scratched and marred. Hammered nails into the wall for hanging pictures, ripped out fixtures in the bathroom, disengaged the fire and smoke alarm, and taken apart the front door lock so that it no longer works properly.
5. Removed, or allowed to be taken, personal property of the landlord, from the cellar consisting of a ladder and snow tires, a total loss of more than \$100.00
6. Allowed another family to move in with you, causing overcrowding of the premises. It appears, from reports from neighbors and by rides past the property, that at least four adults and seven children are now living in the house which has a maximum capacity of six persons, thus making the house not decent, safe, or sanitary by reason of the increase in family size.

Ms. Clauson then read Ms. Gibbs' letter in reply to Mrs. Jonas' letter.

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In reply to reason 1, Ms. Gibbs states that she has paid her rent when she receives her check. She explained that it has been late occasionally due to her check arriving late. She is presently up to date on her rent.

In reply to reasons 2 and 3, she states that the garbage is not held three weeks, it goes out weekly. She explained that there are dogs in the neighborhood that tear the garbage bags at night. She told the landlady which dog was doing it and Mrs. Jonas went and talked with the owner; the owner claimed the dog was always chained.

In reply to reason 4, Ms. Gibbs explained that there were no scratches on the walls and they were not marred, no nails were hammered into the walls for hanging pictures and the fixtures in the bathroom were not ripped out, they fell out due to the wrong type of bolts. The fire and smoke alarms were disengaged because they were going off whenever the heat, stove, oven, or broiler were turned on. The front door lock was taken off by Mrs. Jonas' husband and not put back together properly by him. The parts were under the sink.

In reply to reason 5, she states that no one in the house has seen the ladder or the snow tires that were alleged to be in the cellar. The lock to the cellar door was stolen but none of their property was stolen.

In reply to reason 6, Ms. Gibbs states that there was another family visiting them for two weeks but were not residing in the premises.

Mr. Geggatt, Cynthia's father, explained other things that were wrong with the property and that they were reported to the landlady. More discussion followed. The Chairman then told Ms. Gibbs that the Board would take it under advisement and get back to her.

Mrs. Jackson moved to make no decision in the matter and let it stand on its own merits and that we would notify the tenant and landlord of this decision. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays, 1 No response: Mrs. Jackson. MOTION CARRIED.

Mrs. Jackson moved to approve the Executive Session minutes of the meetings of March 10, 1980 and April 14, 1980. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED. Mrs. Jackson moved to approve the Executive Session minutes of the meeting May 12, 1980. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented the 707 rent increase requests:

Richard Kinchla	11 Leonard Drive
Richard Kinchla	215 Fresh Pond Road
Joseph Cafarella	27 Deepwood Road

Mr. Glista moved to approve a 5.3% increase on all properties. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED

Mr. Studley presented a request from Mrs. Carol Terry, a 705 tenant of 12 Montauk Street, to have a fence installed in the back yard. Mr. Haynes suggested getting prices on both a wire fence and a stockade fence and bring it up at the next meeting.

Mr. Glista made a motion to remove Ms. Macedo from doing the minutes. MOTION DENIED.

Mr. Duffy explained that the Authority's minutes are too detailed. Mr. Smoler stated that the auditors have always said that the minutes should be more comprehensive. Mrs. Jackson moved to have the General Session minutes short, brief, and just general outlines, and the Executive Session minutes be more detailed than the General Session. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista submitted the following letter and asked Ms. Clauson to read it to the Board:

"Anthony G. Glista
233 King Street
Falmouth, MA

June 9, 1980

TO: Falmouth Housing Authority
Falmouth, MA

I am returning the check issued to me for \$25.50 for travel expense to Board Member Conference at Newton, Mass. on April 11 & 12, 1980.

I did not cash this check because I felt that Mr. Smoler and Mr. Haynes should write checks to pay any bills without the approval of the Authority.

I believe this check was given to me because it was assumed that my concern was the expense involved. Not so. I called it "hush" money, Mr. Haynes told me it was 'to shut me up'.

My actual concern was that these two men were making plans for their own convenience with no consideration for my time. I work. My schedule has to be planned around my job. The time of departure was bounced around and so I decided to use my car.

After all this, I arrived in Newton to find Mr. Smoler was not attending. He sent Miss McEleney in his place with Mr. Haynes and his wife. It seems to me that Mr. Haynes made this a family affair. To my way of thinking, he should not have been reimbursed.

I would like to go a step further. The letter of invitation to this conference was addressed to the Chairperson asking that a member of the board along with the State Appointee be represented. Staff members were not invited.

I hope this letter will help to explain my position.

Anthony Glista"

Mrs. Jackson moved to accept the check. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays, 1 Abstention: Mr. Glista. MOTION CARRIED.

The Selection Committee for the choosing of the two clerks and the maintenance laborer and working foreman reported on their choices for the jobs. They explained the process of interviewing and choosing. They then presented their recommendations to Mr. Smoler for final approval. The two clerical positions, one receptionist and one clerk/typist, were filled by Ms. Kathy Roan who started June 9, and Ms. Mary Dolan who will begin July 1. The maintenance laborer was filled by Michael Duffany, the working foreman by James Conley, both also to begin July 1.

Mr. Haynes requested that we include in the minutes that he did not feel that Mr. Conley was qualified for the position.

Mrs. Jackson moved to reconvene General Session for the purpose of awarding the Fuel Oil Bids. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

10:30 P.M.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

JULY 7, 1980

346 GIFFORD STREET

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
Laura Jackson
Elizabeth Clauson

STAFF PRESENT: Elliott A. Smoler
Edward L. Studley
Ellen McEleney
James Conley

The Chairman called the meeting to order at 7:35 P.M.

Mrs. Jackson moved to approve the General Session minutes of the May 12, 1980 meeting as printed. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. Clauson moved to approve the minutes of the June 9, 1980 meeting as printed. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Studley presented the status reports:

667

705

37	Applicants	3 Bedroom Applicants	39
20	Residents	4 Bedroom Applicants	9

Two vacancies at Rose Morin Drive,
both have been filled

No Vacancies

47-004: Scranton Avenue

It is going under ACC (Annual Contributions Contract) this coming Wednesday, documents will be coming for execution. The budget will have to be revised when we receive the documents. The eminent domain proceedings will begin once we have received the documents.

47-005: Additional 60 units upgraded to 83 units

Status has not changed

705-3

We have acquired three properties and six more will be closing this Thursday and Friday. Thirty million dollars will be released in September.

689 Program: Handicapped Housing

Mr. Smoler informed the Board of this program and would like them to think of some of the possibilities of it. Some sites have been considered.

CDBG (Community Development Block Grant)

Mr. Smoler informed the Board that funds will be available in October or September. He would like the Board to think of some funding ideas. The program is geared towards helping low income families such as: low-interest loans, winterization programs, etc. Discussion followed about various uses of the grant.

Audit Proposal

Proposals were solicited and only two firms replied: One thanking us for the opportunity but they were too busy; the other, Feeley & Driscoll for a two-year federal audit in the amount of \$1,792.00. Mrs. Jackson moved to award the proposal to Feeley & Driscoll in the amount of \$1,792.00 Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Renewal of Fire Alarm Contract

Ms. Clauson moved to renew the contract with Atlas Alarm. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Studley informed the Board that eight alarms at Salt Sea Lane need replacing, the cost would be \$389.00 to replace all eight. Mrs. Jackson moved to replace the eight alarms at Salt Sea with a cost of \$389.00. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler informed the Board that the retaining wall at the Mayflower project needs to be repaired with an approximate cost of \$500.00. Mr. Conley explained the process of repair. Mrs. Jackson moved to repair the wall. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson reluctantly moved to accept Mr. Studley's resignation. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Conley stated that if the Board wanted the Authority-owned properties to look nice, the maintenance department would need an edger/trimmer. Mr. Haynes mentioned a Toro edger/trimmer for approximately \$280.00 Mrs. Jackson moved to approve the expenditure of up to \$300.00 for an edger/trimmer. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

The Chairman then stated that since there was no further business in General Session, we would now convene Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene General Session. The Board was polled.

AYES

NAYS

Ms. Clauson
Mrs. Jackson
Mr. Haynes

8:20 P.M.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

JULY 7, 1980

346 GIFFORD STREET

EXECUTIVE SESSION

MEMBERS PRESENT: Charles Haynes
Laura Jackson
Elizabeth Clauson

1153

STAFF PRESENT: Elliott Smoler
Edward Studley
Ellen McEleney
Frank Duffy, Esquire

ALSO PRESENT: Mr. & Mrs. James Raymond
Mr. Jack Shohayda

Ms. McEleney briefed the Board on the situation: the problem is with an unpaid security deposit and an unpaid oil bill. When the Raymond's moved into the house, there was a full tank of oil that totaled \$224. Mr. Shohayda presented the receipt. The amount of the security deposit that was to be taken in order for Mr. Shohayda to be entitled to HUD's guaranteed payment was \$205. The Raymond's never paid the security deposit. Mr. Raymond indicated that Mr. Shohayda has only requested \$25. Mr. Shohayda disagreed. Mr. Shohayda purchased twelve promissory notes in the amount of \$37. each for the Raymonds to pay off these bill easily. He sent them to the Raymonds and never received word back. Mr. Raymond claims that since he received a letter from this office informing him that subsidy payments would be ceased as of August 1, 1980, due to his failure to attend an informal conference to resolve the problems, that he did not want to pay anything until things were cleared up. Mr. Raymond stated that he would pay the security deposit tomorrow. Mr. Smoler suggested that the Raymonds come into the office tomorrow and pay the security deposit directly to us and we would forward it to Mr. Shohayda, also, the Raymonds would have a 60-day period in order to pay the oil bill, by September 7, 1980.

Mr. Shohayda thanked the Board and left. Ms. McEleney brought up the matter of Mr. Raymond leaving the household and the rent being lowered. Mr. Raymond's car had been seen at the house by several people during his alleged absense, he and Mrs. Raymond were seen shopping together in town by Ms. McEleney and they were supposed to be separated. Several letters were sent out to the rental property, the address for Mr. Raymond given to us by Mrs. Raymond, and a post office box, all were returned "unclaimed". It was then determined after the Raymonds did not show up for the informal conference that subsidy payments would be ceased. Mr. Raymond stated that he did leave the household but has now returned. The Raymonds thanked the Board and left.

Ms. McEleney recommended that we not cease subsidy payments at this time subject to the financial agreements with the security deposit and the oil bill. The Board was agreeable.

Mr. Duffy informed the Board that the Elmer Landers/Mildred Schroeder case has finally been settled for \$500. to be paid by the Authority.

Mr. Duffy explained that we now own three properties: 20 Madeline Road, purchased from the Fitzpatricks, and 259 and 260 Fordam Road, purchased from the Kolevs. However, the funds for the two Kolev properties are being held in escrow until a checklist of items are completed. The checklist items are:

1. The color of lot 260 will be changed to a color other than the present color.
2. Four bushes will be placed in front of each house—two on each side of the steps of each house.
3. Rake boards will be installed and painted on both sides of each house to break off the roof line of the shed dormer.

Mr. Smoler stated that these cannot be installed because of the position of the louvers and the window, so there are only four items.

4. All trim will appear white without visible signs of any other color paint.
5. Upon completion of above items, balance of funds will be released to seller.

The checklist was signed by Mr. Janco Kolev and Mr. Smoler.

Six more houses will be passing this week, three this Wednesday and three Thursday: 14 Ashton Drive, 20 Meredith Drive, 26 Pinecrest Beach Drive, 44 Carolyn Lane, 26 Alderberry Lane, and 130 Edgewater Drive, West. Ashton Drive might not go through right away because there is a title problem.

Ms. McEleney explained that we have not been able to reach the tenants at 130 Edgewater Drive, Calvin & Shirley Mathis, to inspect. The tenants state that they do not work but no one is ever home. Mrs. Jackson stated that she could give Ms. McEleney a number where Mrs. Mathis could be reached.

Mr. Duffy has drafted an agreement which provides the closing to go forward with the Housing Authority buying the property subject to the Rights of Way paid for by the Admiralty Realty Trust to reserve \$50,000 after the closing for either 1. Negotiation or 2. Eminent Domain. This agreement has been agreed to by Mr. Canty in principle but has not yet been signed or returned.

Ms. McEleney presented some 707 rent increases:

Rogers and Tirrell	6 Loden Green Drive
Helen Nader	23 Deepwood Road

No utilities are included. Mrs. Jackson moved to approve a 5.3% increase. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

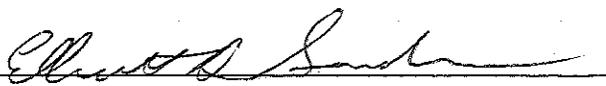
Mr. Andrew Diaute is requesting to evict Marsha Andrade of 9 Ellsworth Drive for non-payment of rent. Mr. Diaute states that Ms. Andrade has not paid October, November, or December of 1979 rent or February, March, April, May or June rent of 1980. Ms. Andrade called the office in response to the first letter from Mr. Diaute and stated that she had paid her rent to his son while he was away and she gave him copies of the receipts when he returned. Her copies of the receipts were in a shoe box in a closet but her children cleaned out the closet and threw away the box. Ms. McEleney informed her at that time that it was not enough to call and that she had to write a letter requesting a grievance hearing before the Board to dispute her case and that she had 20 days in which to do so. However, today is the last day and she has not yet presented a letter. Mr. Diaute also claims that she is violating the lease by the number of people residing in the premises. Also, during the winter there were some repairs made to the burner and some adjustment to the rent was made. Mr. Diaute has the bills. Discussion followed. Ms. Clauson moved to allow Mr. Diaute to proceed with eviction for non-payment of rent. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a letter from Mr. Richard Kinchla requesting us to purchase the following homes under the 705 Program: 21 Heritage Circle, 199 Fresh Pond Road, 36 Randolph Street, 205 Fresh Pond Road, 19 Oak Street, and 23 Blueberry Lane. All of the houses have tenants in them, the prices range from \$45,500 high to \$35,500. low. Mr. Smoler and Ms. McEleney do not feel any of them appropriate because of the ages of some of the homes, the condition of some of the homes, and because they all already have tenants in them.

The next applicant on the 705 waiting list is Ann Belloli. The household consists of herself and her sister and her sister's child, which is not a stable household. Mrs. Jackson questioned whether it would seem discriminatory if we refused her a 705 home because of the fact that she brought a suit against the Authority when her son was killed in a fire at her last residence. The fire report stated that the fire was caused by careless disposal of smoking material, which is another reason. Mr. Smoler stated that if she ever decided to make an issue of it, we could always fall back on the fact that it is not a stable family and that it may not stay that way for long. We have not denied her housing because we rehoused her under Section 8 and issued her a three bedroom certificate which she did not use so she remains in a two bedroom apartment. Mr. Duffy stated that the worst thing that could happen is that she would be put to the top of the list. Discussion followed and Mrs. Jackson moved to deny Ann Belloli a home under the 705 program. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler would like to close out our account with the First National Bank of Cape Cod because of general problems such as: refusing to cash hand-signed checks, charging for checks and services that were agreed upon to be free, etc. He would like to transfer the account to the Falmouth Bank and Trust, where we do the rest of our banking. Ms. Clauson moved to transfer the account to the Falmouth Bank and Trust. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Meeting adjourned 9:40 P.M.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
 Laura Jackson
 Elizabeth Clauson
 Anthony Glista

STAFF PRESENT: Ellen McEleney
 Frank Duffy, Esquire
 Kathryn Roan
 James Conley
 Michael Duffany

ALSO PRESENT: Thomas Lebach-Legal Services

The Chairman called the meeting to order at 7:45 P.M.

Mrs. Jackson moved to approve the General Session minutes of the July 7, 1980 meeting as printed. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney started to present the 667 and 705-C status reports when Mr. Haynes explained that he did not feel that it was necessary to have the monthly status reports anymore. Mr. Glista stated that he would like to have the names of the people on the waiting list. Mr. Duffy explained that if a Board member has just cause to see the waiting list, he may do so, but not if he just wanted to see it for no reason. Mr. Glista wanted this information so that he could see how the elderly tenants were being chosen to fill vacancies. Ms. McEleney explained the process of choosing the tenants and the only time that process differs is when there is a Board vote to do so.

Ms. McEleney presented the status reports:

<u>667</u>		<u>705-C</u>	
43	Applicants	3 Bedroom Applicants	41
21	Residents	4 Bedroom Applicants	8
No vacancies		One vacancy filled August 1	

705-3: New homes being purchased

Eight more homes have been purchased, they will all be filled by September 1. One more home will be purchased in September if the present tenants have vacated.

Mr. Haynes would like to suggest a set plan for purchasing future homes: 1. Mr. Smoler and any Board members will first inspect the properties. 2. All state inspections will be conducted. 3. Mr. Conley will go through the homes and make up a punch list of all deficiencies to be corrected. 4. Then all paperwork will be duplicated and sent to Mr. Duffy. This will all be done before the purchase and sales agreement has been signed.

Mr. Duffy does not feel that he needs copies of the paperwork. Once the Authority has decided to purchase the home, he will then draw up the purchase and sales agreement. The Board was in agreement with this format.

47-004: Scranton Avenue

Ms. McEleney stated that we will need three or more Board members to go up to Boston to sign and execute the Annual Contributions Contract for the project. By doing it this way it will save time. We are under an October deadline.

Ms. McEleney read in full the following resolution and asked that it be adopted. HUD has already approved it. It is for the bank:

The undersigned Falmouth Housing Authority Board members do hereby authorize Elliott A. Smoler to arrange for a temporary loan in the amount of \$430,000.00 from the Falmouth Bank and Trust for the purpose of purchasing the land on Scranton Avenue, paying the outstanding architect fees to date and supplying operating capital for the bidding process including advertising, copying fees and general operating expenses connected with the program.

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Laura Jackson moved to adopt said resolution. Elizabeth Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

There was discussion about the Personnel Policy then it was decided to put it off until the next meeting. Mr. Haynes stated that some of the staff had taken the time to express their feelings and disagreements with the policy and that the Board should at least hear their opinions.

Mr. Michael Duffany, Laborer, stated that he did not feel that a 30-days notice should have to be given in order to get one day off. Discussion followed and the Board decided to change it to a 5-day notice with an exception for extenuating circumstances only.

Mr. James Conley, Maintenance Foreman, would like the Board to consider changing the section which states that maintenance staff must take overtime in the form of money at 1½ times the hours worked. He would like to see an option, either taking the money, or taking compensatory time. He also added that this helps budget control. The question was raised as to how long overtime could be accumulated before it had to be taken in one form or another. The Board decided to have a maximum of 24 hours before it had to be taken. Mr. Conley also asked about the paragraph on training.

The other staff members were concerned about the 30-day notice to take a day off which now has been changed to 5 days.

Discussion followed about the policy but was not gone into detail because it will be discussed at the next monthly meeting.

Mr. Studley's Position. Mr. Haynes stated that himself, Mr. Smoler, and Ms. McEleney discussed the possibilities and turned to Ms. McEleney. She stated that their recommendation to the Board would be to abolish the position of Assistant Director and distribute the duties among three people: Mr. Conley, Mr. Smoler, and Ms. McEleney. Mr. Conley would be handling the ordering of the maintenance department items, Ms. McEleney would handle the interviewing process of the elderly applicants, the 705 applicants, dealing with these tenants, and having the authority to be in charge when Mr. Smoler is out of the office. Mr. Smoler would handle the rest. A new job description would be made up for Ms. McEleney's position. Mr. Glista questioned a few things.

Mrs. Jackson moved to abolish the position of Assistant Director/Administrator. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson further moved to upgrade Ms. McEleney's position from Leasing Supervisor to Leasing Supervisor/Administrative Assistant raising it from a grade 5, step 2, to a grade 7, step 1 and adding some of Mr. Studley's responsibilities. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista moved to pay the bills with the exception of the coffee bill. Ms. Clauson seconded the motion. 1 Ayes, 3 Nays. Motion did not carry.

Mrs. Jackson moved to pay all of the bills. Ms. Clauson seconded the motion. 3 Ayes, 1 Nay. MOTION CARRIED.

Mr. Glista asked about the \$2,230. check to Mr. Smoler. It was again explained that it was for the six-month period from October 1, 1979 to March 31, 1980 for the work that was done on the Scranton Avenue project. Mr. Bob Engler was requested by HUD to clarify why the money was still in the account. A Board vote was needed to close out the preliminary loan account.

Mr. Glista questioned Mr. Studley's and Ms. Walker's travel checks. Mr. Glista asked how the maintenance foreman and the laborer were chosen because he was approached by a person inquiring. The process was again explained. Mrs. Jackson stated that it is now a part of the personnel policy and from now on, any hiring will be done in this manner.

Mr. Haynes would like to formally apologize to Mr. Conley for making the statement that he felt he was not qualified. And that he has seen his work and is very satisfied with it.

The Chairman stated that since there was no further business in General Session, we would now convene Executive Session for the purpose of hearing tenant/landlord complaints and would not reconvene General Session. The Board was polled: Mrs. Jackson-Aye, Ms. Clauson-Aye, Mr. Glista-Aye, Mr. Haynes-Aye.

9:40 P.M.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

MEMBERS PRESENT: Charles Haynes
 Laura Jackson
 Elizabeth Clauson
 Anthony Glista

STAFF PRESENT: Ellen McEleney
 Frank Duffy, Esquire
 Kathryn Roan
 James Conley

ALSO PRESENT: Thomas Lebach, Legal Services

9:50 p.m.

Mr. Glista questioned whether or not the staff members should be present for Executive Session. Mr. Duffy stated that he did not think that all of the staff should be present. Mr. Conley and Ms. Roan were asked to leave the room.

Mrs. Jackson moved to approve the Executive Session minutes of the meeting of July 7, 1980 as printed. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. Clauson moved to approve the Executive Session minutes of the meeting of June 9, 1980 as printed. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a letter from Mr. Lebach to each of the Board members. Mr. Lebach's objections are: a violation of the regulations concerning the procedure in which Ms. Lombard's request to be rehoused was denied. However, Ms. McEleney stated that the action taken on Ms. Lombard was done on January 14, 1980, and we did not receive the new regulations until sometime in February and were made retroactive to November of 1979. Also, Mr. Lebach stated that Ms. Lombard was never given reasons for not being rehoused in writing, or notice of termination, or given a chance for a grievance hearing. Ms. McEleney stated that Ms. Lombard was requested to come before the Board to state her reasons for being rehoused. At this meeting, she was informed of the reasons for which the action was being taken and was well aware of the termination. At this meeting, she also informed the Board that her boyfriend had been living with her for two years and she never reported it to this Authority. What Mr. Lebach is requesting is an immediate re-issuance of her Certificate. Ms. McEleney informed Mr. Labach that Mr. James Ridley, our HUD Management Representative, verbally stated during our bi-annual review that we were justified in our decision.

The Chairman told Mr. Lebach that the Board would take it under advisement and get back to him. Mr. Lebach left and the Chairman gave Ms. Clauson some background information on the situation. Mr. Duffy stated that at the time the action was taken, she should have been informed in writing of the reasons for termination of Certificate, but that it is too late to do that now; and that the Board should be aware of the time that has elapsed since the action was taken.

Ms. Clauson moved to affirm the previous action taken: to deny the request of being rehoused, based on the information present. Mr. Haynes seconded the motion. Ms. Clauson-Aye, Mr. Haynes-Aye, Mr. Glista-Nay, Mrs. Jackson-Abstain. MOTION CARRIED.

Ms. McEleney presented 707 requests for rent increases:

Robert Ventresco	25 Columbus Drive
Joseph Travaline	14 Fisher Road
Tilia Fantasia	12 Fisher Road
Richard Kinchla, Jr.	6 Leonard Drive

No utilities are included.

Mrs. Jackson moved to approve a 5.3% increase for all properties. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a request from Mr. Edward Schwartz, our fee accountant, to authorize the write-off of the accounts receivable:

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Section 2. The General Depository Agreement is substantially the form of agreement hereto attached and marked "Exhibit B" is hereby approved and accepted both as to form and substance and the Chairman or Vice-Chairman is hereby authorized and directed to execute said Agreement in quintuplicate on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority to each such counterpart, and to forward three executed counterparts thereof to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 3. The Chairman or Vice-Chairman or the Secretary is hereby authorized to fill with the Government from time to time as monies are required, requisitions together with the necessary supporting documents requesting advances to be made on account of the loan provided in the Annual Contributions Contract, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government Notes hereinafter authorized and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited only in accordance with the provisions of the Annual Contributions Contract.

Section 4. (A) In order to provide monies to finance the Development Cost of each Project and to refund, renew, extend or substitute for any Advance or Permanent Notes by this Resolution authorized to be issued (or any such Notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Temporary Notes issued by the Local Authority in anticipation of the delivery of Advance or Permanent Notes, there are hereby authorized to be issued, from time to time, Advance and Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any time (whether authorized by this Resolution or any other resolution authorizing the issuance of Advance or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost if such amount has then been determined) of each Project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost and (2) the principal amount of Advance, Permanent, or Temporary Notes issued to finance such Development Cost and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

(B) Each such Note shall bear interest, and shall be payable, in the form and manner as prescribed by the Annual Contributions Contract and this Resolution; shall be signed in the name of the Local Authority by the Chairman or Vice-Chairman; shall have the official seal of the Local Authority impressed thereon attested by the Secretary. Each Advance Note shall be in substantially the form of Form No. HUD-52334 and each Permanent Note shall be in substantially the form of Form No. HUD-52250, each of which forms is incorporated herein by reference and made a part hereof. Advance Notes and Permanent Notes shall be issued to finance the Development Cost of non-permanently financed Projects and Permanently Financed Projects, respectively.

(C) Each Note issued with respect to any Project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest on such Notes, and, together with all other Notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable to the Local Authority and authorized to be pledged to such payment pursuant to the Annual Contributions Contract and (2) by a pledge of an lien on the Residual Receipts of such Project after providing for the payment of Bonds issued in respect to such Project.

(D) As additional security for the equal and ratable payment of the principal of and interest on each Note issued with respect to any Project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys, and grants, unto the Government all property described in the Annual Contributions Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Annual Contributions Contract: Provided, that in respect to Permanently Financed Projects the lien of such pledge and mortgage and the rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds, and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a court of competent jurisdiction to be invalid or ineffective it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest on each Note from other funds of the Local Authority as herein provided.

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Section 5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

- (1) The term "Resolution" shall mean this Resolution.
- (2) All other terms used in this Resolution and which are defined in the Annual Contributions Contract shall have the respective meanings ascribed thereto in the Annual Contributions Contract.

Section 6. All resolutions or parts of resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance or Permanent Notes pursuant to the Annual Contributions Contract are hereby repealed: Provided, however, That such repeal shall in no way affect the validity of Advance or Permanent Notes issued pursuant to said resolutions which are outstanding or on deposit for delivery pending payment therefor on the date this Resolution becomes effective.

Section 7. This Resolution shall take effect immediately.

Mrs. Jackson moved to approve said resolution as read. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Request that all Board members present confirm that they have seen and signed the following waiver:

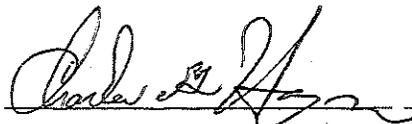
WAIVER OF REGULAR NOTICE OF AND CONSENT TO SPECIAL MEETING

We, the undersigned commissioners of the Falmouth Housing Authority do hereby accept service of the NOTICE OF SPECIAL MEETING waiving any and all irregularities in such service and in such Notice and consent and agree that the commissioners of said Falmouth Housing Authority shall meet at the time and place named in such Notice and for the purpose stated therein.

Meeting adjourned 11:00 a.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

SEPTEMBER 8, 1980

346 GIFFORD STREET

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
W. Ward Rainnie
Laura Jackson
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Frank Duffy, Esquire
James Conley
Marion Walker

ALSO PRESENT: Ronald Axelrod
Robert Engler
Mr. Woodward

Meeting called to order 7:45 p.m.

Ms. Clauson moved to approve the minutes of the meeting of August 11, 1980 as printed. Mrs. Jackson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED

Mr. Glista asked Mr. Engler to explain Mr. Smoler's check for \$2,230. Mr. Engler explained the check and also stated that nothing can be paid out without HUD's approval.

004: Scranton Avenue Elderly Project

Mr. Smoler informed the Board that we are out to bid as of today. Mr. Axelrod stated that the only addition to the previous plans is the fire protection equipment. This feature, at a cost of \$25,000.00, had to be added and is upping our costs to the maximum. Another minor change is the emergency pullcord in the units will also release the lock on the unit door while lighting a light on a panel at the front door. Mrs. Jackson asked about the key to the main door. Mr. Axelrod stated that the key to units will also open the main door. If some forgets their key, they can buzz, they will be seen by the camera and someone will let them in. The camera's view will cover the whole vestibule area and can be seen on a regular television set on a certain channel. Mr. Rainnie asked why the offices were moved. Mr. Axelrod stated that it was because of parking and code reasons and by doing this, we were able to simplify the building and save money. Mr. Axelrod again stated that we are almost at our budget limit. Mr. Rainnie asked if there is a contingency for an overrun, Mr. Engler stated yes, 34% or \$185,000.00.

Mr. Smoler and Mr. Conley started to go over the questions they had while looking over the plans with Mr. Axelrod. The Board members request that since this did not involve them, could they continue at a later time. Mr. Axelrod explained that by going through this process of clarifying the plans and getting comments from them and other contractors, they will issue an addendum and issue the bids and sub bids. By September 30, we will know who was awarded the bids. Mr. Rainnie asked if we are still on schedule. Mr. Axelrod stated that the original groundbreaking was to be September 1, so we are about a month behind; however, the architects are three months ahead of schedule.

Mr. Duffy informed the Board that we acquired the property on Scranton Avenue consisting of three lots: 27, 31 and 32 as of last Tuesday for the price of \$275,000.00. Fifty thousand dollars (\$50,000.00) has been set aside in an escrow account for the purpose of covering damages incurred by Admiralty Realty Trust. The cost of the damages will go to Admiralty Realty Trust and the remainder will go to Mr. Canty, the seller.

The next step is to adopt an Order of Taking for the Rights of Way. Mr. Duffy stated that we really have no choice but to take them by eminent domain. This Order of Taking can be amended at any time:

COMMONWEALTH OF MASSACHUSETTS

BARNSTABLE, ss.

FALMOUTH HOUSING AUTHORITY

ORDER OF TAKING

WHEREAS the Falmouth Housing Authority, a body politic and corporate organized under Chapter 121B of the Massachusetts General Laws and having a principal place of business at 346 Gifford Street, Falmouth, Massachusetts, has determined that there exists within the Town of Falmouth a need for additional units of housing for low and moderate income, elderly and handicapped citizens; and

WHEREAS the Department of Housing and Urban Development has agreed to fund the construction of 80 housing units for low and moderate income, elderly and handicapped citizens within the Town of Falmouth provided the Falmouth Housing Authority can acquire a suitable site; and

WHEREAS the Falmouth Housing Authority has acquired a suitable site on Scranton Avenue in the Town of Falmouth and being more fully described as lots 27, 31, and 32 as shown on Land Court Plan No. 7639-3 and being more fully described in Certificate of Title No. 82695; and

WHEREAS said lots are or may be encumbered by certain rights of way as shown on said plan which adversely affect the suitability of the lots for the purpose set forth above; and

WHEREAS the Falmouth Housing Authority has determined that it is in the best interest to the Town of Falmouth that it exercise its powers of Eminent Domain to eliminate said ways to the extent they cross said lots so that said lots will be rendered suitable for the erection of housing units for low and moderate income, elderly and handicapped persons.

NOW THEREFORE pursuant to Section 11 (d) of Chapter 121B of the Massachusetts General Laws and Section et seq., of Chapter 79, with all preliminary legal requirements having been complied with, the Falmouth Housing Authority hereby adopts the following Order of Taking:

1. INTEREST TAKEN: The interest being taken consists of the right appurtenant to lots 28, 29 and 30 as shown on hereinafter mentioned plan to use for every purpose so much of way #1 as crosses lot 27 on said plan so much of way #3 as crosses lots 31 and 27 on said plan, so much of way #5 as crosses lots 31 and 32 on said plan and so much of way #4 as crosses lots 27, 31 and 32 on said plan. All trees within said ways are included in this taking. The right to use said ways does or may belong to Admiralty Realty Trust which is the owner of lots 28, 29 and 30 as shown on said plan. Said ways and lots are shown on Land Court Plan 7639-3 filed in the Barnstable County Registry of Deeds with Certificate of Title No. 32564.

2. NAME OF OWNER: Admiralty Realty Trust is the owner of lots 28, 29 and 30 as shown on said plan, to which lots is or may be appurtenant the right to use said ways and which right to use is being taken.

3. TITLE REFERENCES: For title of Falmouth Housing Authority see Certificate of Title No. 82695 recorded Land Registration Book 671 Page 115. For title of Admiralty Realty Trust see Certificate of Title No. 32564 recorded Land Registration Book Page.

4. PURPOSE: The purpose for which these Rights of Way are being taken is to facilitate the construction of housing units for low and moderate income, elderly and handicapped citizens.

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5. DAMAGES: For taking said interest in land as aforesaid, damages are awarded as follows:

Admiralty Realty Trust - \$

This taking is adopted by the Falmouth Housing Authority at its regularly scheduled monthly meeting held on the 8th of September, 1980, at its office at 346 Gifford Street, Falmouth, Massachusetts.

IN WITNESS WHEREOF The Falmouth Housing Authority has caused its corporate seal to be hereto affixed and these presents to be executed by its Board of Commissioners hereunto duly authorized this 8th day of September, 1980.

Before we can pay any damages, we are required to have an appraisal done on the damages. We have engaged in the services of an appraiser and he feels he will be completed in a week or so. Mr. Duffy would like to set a limit on the amount of damages to be paid of up to, but not to exceed \$20,000.00. Once the appraisal is made, the Authority will make an initial payment to Admiralty Realty Trust of damages as set by the appraiser. When the payment is made, Admiralty Realty Trust will have two choices: they can accept it in full satisfaction and sign off and the remainder will go to Mr. Canty, or they can accept it without waiving any right and file a land damage claim against the Authority. A trial will be set in Superior Court in which they may state that the value of the Rights is more than the amount we gave them. However, we will still have money in the escrow account. Mr. Duffy feels that we have not taken any value away from Admiralty Realty Trust. He would like the Board to adopt the Resolution and after the order is signed, it must be approved by the land court in Boston.

Mrs. Jackson moved to adopt said resolution. Ms. Clauson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Mr. Rainnie moved to approve a resolution stating that no Board member have any contact with the general contractor or any other contractor without the Clerk of the Works and the Executive Director present. Mr. Glista seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED. This is to protect the Board members legally.

Mr. Haynes suggest that at this time, the Authority purchase a 35mm camera for pre-construction and during construction prints of the project. With this we could note the progress being made. The camera would also be useful for other Authority-related things such as damage claims in 705 homes, etc. Mr. Smoler would be the photographer. The Board decided to get some prices and bring it up at the next meeting.

Personnel Policy

The Board discussed at length the policy and made all revision they felt necessary. These are all incorporated in the final policy which must be approved by HUD and DCA before distribution.

Mr. Glista moved to approve the personnel policy with revisions. Mr. Rainnie seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista questioned some calls on the telephone bill and requested clarification. Mr. Smoler explained the calls. The Board would like to see all of the employees use the telephone log and submit it with the telephone bill.

Ms. Clauson moved payment of the bills. Mrs. Jackson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Check Signing

There was discussion about some of the problems occurring with the process of hand-stamping the checks. Ms. Clauson and Mr. Glista, assistance treasurer and treasurer, volunteered to assume the responsibility of signing the checks on time.

The Chairman stated that since we have people waiting for Executive Session, we will convene Executive Session and will reconvene General Session. The Board was polled: Ms. Clauson-Aye, Mr. Rainnie-Aye, Mrs. Jackson-Aye, Mr. Glista-Aye, Mr. Haynes-Aye.

Reconvene General Session 10:45 p.m.

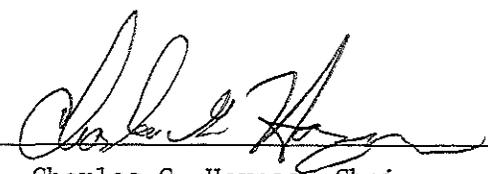
Mr. Smoler suggested to the Board that we apply for funding for a 667/705 combination project. He has a site in mind, it is on Sandwich Road. He does not feel that we will be funded because there are new housing authorities on the Cape and they are likely ones to receive new funding. However, if we stop applying, they will think that we are not interested. Mr. Rainnie moved to apply for fifteen (15) 705 houses. Mrs. Jackson seconded the motion. 4 Ayes, 1 Nay- Mr. Glista. MOTION CARRIED.

Mr. Rainnie moved the expenditure of \$100. per person, Mr. Haynes and Mr. Glista, to attend a DCA commissioners conference on September 12 and 13 in North Hampton, MA. Mrs. Jackson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista suggested that from now on, when there is a retirement, there will be an Authority-sponsored gathering. The Board was in agreement.

Meeting adjourned 11:20 p.m.


Elliott A. Smoler, Executive Director


Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

SEPTEMBER 8, 1980

EXECUTIVE SESSION

MEMBERS PRESENT: Charles Haynes
W. Ward Rainnie
Laura Jackson
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott Smoler
Frank Duffy, Esquire
James Conley

ALSO PRESENT: Mr. Woodward

Convene Executive Session 10:15 p.m.

Mr. Woodward, a neighbor of Karen Ecker who is a tenant under the Section 8 Program residing at 315 Palmer Avenue, has come before the Board to inform them of the problems at this property. Mr. Woodward has been living with these problems from this tenant and the previous tenants who were also on the program. He states that it is quiet during the day, but at night everything breaks loose: dogs barking, cars peeling out, horns blowing, loud parties, dog waste smell drifting into his bedroom window, vulgar language, fights, tire slashing, people constantly coming and going, dope dealing, and everything else imaginable. He would like to know what the Board can do to help him resolve this problem. He thanked the Authority staff for making her clean up the trash accumulation around the yard. Mr. Smoler stated that we would try to handle it internally with all means possible. The Board thanked Mr. Woodward for bringing the problem to their attention and he left. Mr. Smoler stated that we have made the owner aware of what is going on and he went out to the property and was supposed to come back into the office to let us know what it's status was, but never returned. He may terminate the lease or try to evict the tenant.

Mr. Smoler stated that the Fishers, a family under the Section 8 Program residing at 11 Mattapan Street, have been waiting outside for a while and are sorry but no longer can wait. He scheduled a meeting with them for Wednesday morning to discuss the action that has been taken. The Authority has terminated their lease because they are running a business (Ace Taxi) out of their subsidy unit which is a violation of their lease. When Mr. James Ridley, our HUD Management Representative, was here for our management review, he inspected this property and informed them that if they keep a low profile by not keeping the cars in the yard, etc. that that Authority will wait for a decision from the Board of Appeals on the zoning aspect of the problem. However, they did not keep a low profile, they kept cars in the yard, they worked on the cars in their yard and we are receiving numerous complaints from neighbors. Mr. Smoler will advise the Board of the results of the meeting scheduled for Wednesday.

707 Request for Increases

Scoba Rhodes	145 Central Avenue
Edward Bradbury	724 Sandwich Road
Richard Kinchla	70 Barrows Road
Kenneth Mitchell	58 Barrows Road
Marie Feeney	10 Muriel Lane
Joseph Cafarella	36 Randolph Street

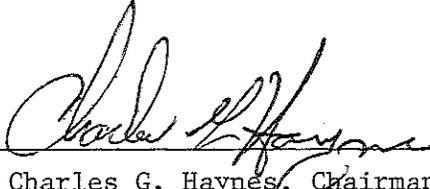
Mr. Glista approved a 5.3% increase for all properties. Mr. Rainnie seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

At a previous meeting, a request by Mrs. Carol Terry, a 705 tenant at 12 Montauk Street, was presented for a stockade fence for her back yard. Mr. Conley presented prices of various fence companies. Mr. Rainnie moved to purchase a stockade fence at the price of \$230.60 from Barnstable Wholesale. Ms. Clauson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson moved to approve the minutes of the meeting of the August 11, 1980, Executive Session as printed. Ms. Clauson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

10:45 Reconvene General Session.


Elliott A. Smoler, Executive Director


Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY OCTOBER 20, 1980 346 GIFFORD STREET

MEMBER PRESENT: Charles Haynes
Elizabeth Clauson
Laura Jackson
Anthony Glista

STAFF PRESENT: Elliott Smoler
Frank Duffy, Esquire
Ellen McEleney
James Conley
Marion Walker
Michael Duffany

ALSO PRESENT: Sarah Spencer--League of Women Voters
Ronald Axelrod
Thomas Saunders

The Chairman called the meeting to order at 7:30 p.m.

Ms. Clauson moved to approve the minutes of the General Session meeting of September 8, 1980. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson oved to approve the minutes of the special meeting of October 9. 1980. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

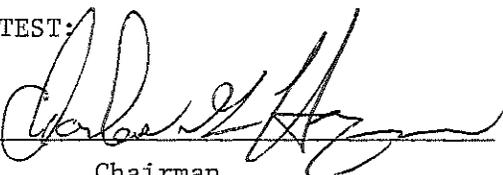
Awarding General Contract 47-004: Mr. Smoler read in full the following resolution:

RESOLUTION

Now, THEREFORE, be it resolved that the Board of Commissioners of the Falmouth Housing Authority approve the award of the construction contract for the project known as Mass. 047-004, 80 units of Public Housing for the elderly to the low bidder, John H. Fellouris, Inc., New Bedford, Mass.

FALMOUTH HOUSING AUTHORITY
(Corporate Name of Local Authority)

By _____
Secretary

ATTEST:

Chairman

Mrs. Jackson moved said resolution. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED. Subject to HUDs approval.

3165

Mr. Axelrod explained about John Fellouris past performance and his suppliers, he foresees no problems. He stated that we are 3½% below the budget and we do not have to deduct anything. Hopefully, we will be able to start building within two to three weeks. The Clerk of the Works' applicants have been narrowed down to three or four. Mr. Smoler suggested that any Board member may attend the interview process on Saturday at 10:00 a.m.

Mr. Duffy would like the Board to adopt the same Order of Taking with amount of \$8,000. for the cost of moving one-half of the driveway. Ms. Clauson moved to re-adopt the Order of Taking with the \$8,000. for the cost of moving one-half of the driveway. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Purchase of the photography equipment: Mr. Smoler stated that the Authority is responsible for documenting the phases of construction on 47-004. Mr. Smoler would like to recommend a FE Nikon with manual override, two lenses: a 28MM to 85MM zoom lens for \$235.; and a 80MM to 200MM wide range to telephoto for \$175.; the body for \$240.; a strobe, two filters, and the case for a total cost of \$855.00. The camera is able to take up to 50 rolls of film a day. Mr. Glista moved to purchase said camera and equipment for \$855.00. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Personnel policy: Ms. Clauson moved to include in the already approved policy this clause for unused sick leave: "Unused sick leave accumulation will be paid at the rate of 25% of such acculation upon death or retirement of employee." Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

The Chairman would like to appoint a committee to form a personnel policy for the Board members: Ms. Clauson and Mrs. Jackson. The Chairman would also like Mr. Glista to look into the overall transportation of the Authority and to determine whether it would be feasible to buy or lease a car.

Ms. McEleney explained that effective September 1, 1980, new rent regulations were promulgated by DCA whereby a person's rent can increase at any time during the year if their income goes up 10% or more. Also, the utility allowance was adopted for the 705 program. Ms. McEleney requested the Board to pass a resolution adopting the Regulations for Determination of Rents in State-Aided Public Housing. Mrs. Jackson moved to adopt said resolution. Mr. Glista seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

47-005: Mr. Smoler stated that we have been approved for the additional 82-83 units of elderly units by HUD. We will use the same plans and Mr. Axelrod will be working at a reduced rate. The nutrition center would be eliminated thereby creating two to three more units. Probably with the same contractor as 47-004. Mr. Smoler would like Board permission to sign a contract with Mr. Axelrod for one-half of the design fee and normal inspection rates. 5.58 million dollars has been allotted for this project. Ms. Clauson moved to authorize the signing of a contract with Mr. Axelrod for one-half of the design fee and normal inspection rates. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

689-Retacom Program: Mr. Smoler would like to participate in this state-funded program for handicap, and troubled youths. All the Authority would do is be the landlord for the property. The first application was approved, the second is here. The property in mind is the Janus House on the corner of Turner and Geggatt Roads. Mr. Smoler read in full a resolution of compliance he wishes the Board to approve. Mrs. Jackson did not feel comfortable with the idea and would like to contact Mr. Robert Donovan before acting.

Mr. Glista moved payment of the bills. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

National Conference: Mrs. Jackson spoke about the conference. She would like to see a program whereby the tenants can eventually purchase the home. Discussion followed.

Michael Duffany, our laborer who attended burner school, would like to request the purchase of some components and tools. The components he has in mind cost approximately \$1,341.73; the tools \$1,586.41. He is however still looking for better buys on the items needed. Mrs. Jackson moved to authorize the purchase of the tools and components for the maintenance of oil burners. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler and Ms. McEleney have discussed changing the office hours from 9:00 to 4:30 instead of 9:00 to 5:00. The staff will work until 5:00 but the door will be closed at 4:30. The Board was in agreement.

Since there was no further business in general session, the Chairman stated that we would now convene executive session for the purpose of hearing tenant/landlord complaints and would not reconvene general session. The Board was polled: Mrs. Jackson-Aye, Mr. Glista-Aye, Ms. Clauson-Aye, Mr. Haynes-Aye.

9:50 p.m.


Elliott A. Smoler, Executive Director


Charles G. Haynes, Chairman

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Laura Jackson
Anthony Glista

STAFF PRESENT: Elliott Smoler
Frank Duffy, Esquire
Ellen McEleney
James Conley

9:50 p.m.

Ms. McEleney presented 707 rent increase requests:

Frank Grillo	465 Acapesket Road
Oscar Wolf	46A King Street
Robert Pacheco	16 Pacheco Path, Rear

Ms. McEleney stated that Mr. Pacheco and Mr. Grillo pay the utilities. Mr. Glista moved to approve an 8% increase for the properties which include utilities and a 5.3% increase for the other. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes would like to see the folders of the properties for which the landlords are requesting increases to see if the properties are being maintained. The new procedure in which the repairs was explained to the Board: 1. After the inspection has been conducted, an initial letter goes out stating that they have 30 working days to complete the repairs and once they are completed, to call the office so that a re-inspection can be scheduled with the tenant. 2. If the tenant has caused damage, they are informed that it must also be repaired and a re-inspection scheduled. 3. If the landlord does not respond to the first letter, a second letter is sent stating that if he does not respond by (approximately a week's time) his following rent check will be withheld. 4. If there is still no response, or if the repairs have not been properly done, a letter is sent stating that his check is being withheld. Sometimes there is further correspondence depending on the circumstances. The Board then adopted the policy of seeing the folders before granting any increases.

Ms. McEleney and Mr. Conley explained a damage claim by Joseph & Jane Cafarella against Ellen Higgins for 27 Deepwood Road. It is as follows: 1. Remove and replace carpets: \$841.66. 2. Install new carpet: \$198.50. 3. Replace mahogany doors \$80.00 4. Repair holes in sheetrock: \$35.00 5. Replace broken window in basement: \$25.00 6. Exterminate for fleas: \$60.00. TOTAL \$1,240.16. The tenant has the right to dispute the claim and is in the hospital at the present time. It was decided to hold off until the tenant comes in.

Ms. McEleney presented a damage claim submitted by Richard Kinchla for 70 Barrows Road. The tenant is Barbara Cahoon and is residing in the premises. When the annual inspection was conducted, it was discovered that there were damages that the tenant did not inform the landlord of. The initial bill was for \$386.54. Four days later, an adjustment bill came in for \$567.78. The tenant was called in for a hearing to discuss the problem. She was informed of the meeting tonight and requested to come and dispute her claim but could not get legal representation in time. Mr. Duffy suggested to hold off on a decision and write to the tenant allowing her only one postponement. The Board was in agreement.

Mr. Smoler informed the Board that we have sent a letter out to all of our Section 8 and 707 tenants regarding pets. It stated that if they had a pet, to get permission from their landlord in writing and referred them to the appropriate paragraph in each lease. All tenants are to sign and return an extra copy to acknowledge receipt.

The Board discussed the name of the Clerk of the Works' applicants.

Meeting adjourned 10:40 p.m.


Elliott A. Smoler, Executive Director


Charles G. Haynes, Chairman

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott Smoler
Ellen McEleney
Frank Duffy, Esquire
Kathy Roan
James Conley
Marion Walker
Michael Duffany
Paul McAllister

ALSO PRESENT: Sarah Spencer, League of Women Voters
Eric Turkington, Selectman
Bob Donovan, Retacom
Jane Kuniholm, Retacom
Emily Higgins
Barbara Cahoon

Meeting called to order at 7:40 P.M.

Mr. Glista moved to approve the minutes of the regular meeting of October 20, 1980. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

047-004: Mr. Smoler stated that everything has been approved with no objection by HUD and has been forwarded to Washington. Hopefully we will have the contract signed next week. A groundbreaking ceremony will be held at a later date. Mr. Smoler stated that a Clerk of the Works has been chosen.

47-005: Mr. Smoler stated that the proposed site is on Route 28 next to the Teaticket post office. We will need a Right of Way to have access to Route 28 left of the post office. A road and traffic light are planned to be installed. Mr. Smoler stated that the traffic adviser is in favor. There is a project planning conference Tuesday, November 18th.

Commissioners committee. No Report

Transportation committee. Mr. Glista presented a detailed form for recording mileage. He would like this presented with monthly bills for mileage. He also presented another form for out-of-town travel. It was decided to use the first form for both. The Chairman stated that he would like Mr. Glista to look into the feasibility of renting or purchasing an automobile.

Michael Duffany stated that the travel money he receives does not cover the maintenance and wear and tear on his truck. Mr. Smoler stated that he has previously tried to purchase a truck or automobile through the state and federal funds. It is realized that there is a need for another vehicle.

Chapter 689-Retacom Proposal: At the October 20, 1980 meeting, Mr. Smoler read in full a resolution to purchase the Janus house on the corner of Geggatt & Turner Roads through the Chapter 689 state-funded program. It was decided to table the decision until Mrs. Jackson could obtain more information and discuss it with Bob Donovan. Mr. Smoler stated that Mrs. Jackson was satisfied with the information she has received. Discussion followed with Mr. Donovan, Mr. Turkington and the Board. Ms. Clauson then moved to authorize the purchase of the Janus house through the Chapter 689 program. Mr. Haynes seconded the motion. 2 Ayes, 1 Nay: Mr. Glista. MOTION CARRIED.

Since there was people present for executive session, the Board agreed to convene executive session for the purpose of hearing tenant/landlord complaints and to reconvene general session. The Board was polled: Mr. Haynes, Aye. Mr. Glista, Aye. Ms. Clauson, Aye.

8:15 p.m.

Reconvene general session 8:55 p.m.

AFSME Council 93: Mr. Smoler informed the Board that the staff has petitioned to join the American Federation of State, County and Municipal Employees union. The original meeting with the Labor Relations Commission has been postponed and rescheduled for December 15, 1980. Any grievance that the Board has, must be submitted in writing to the Commission before the 17th of November. The Board decided the only grievance is that they do not want the administrative personnel (presently only Mr. Smoler) to belong to the union. Ms. Clauson moved to have Mr. Haynes attend said meeting to recognize the right of the employees (with the exception of administrative personnel) to be represented. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista moved to pay the bills. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler requested the Board to approve an application for additional Section 8 units. (scattered site) He thinks that this probably will be the last round of funding for years to come with the new presidential administration. Mr. Smoler stated that the standard application is for 150 units. Ms. Clauson moved to apply for 150 Section 8 scattered site units. Mr. Glista seconded. 3 Ayes, 0 Nays. MOTION CARRIED.

Executive Director's Contract. The Chairman and the Vice-Chairman were appointed to serve on a committee to negotiate a contract. It is not expected to go into effect until July of 1981.

Mr. Smoler explained to the Board that there is maintenance clinic in Worcester, Mass. that he would like to have Jim Conley attend. It is being put on by NAHRO, December 10 and 11, 1980. Mr. Glista moved authorization. Ms. Clauson seconded. MOTION CARRIED.

Mr. Smoler stated that there is a workshop for commissioners of public housing authorities conducted by a subcontractor of HUD. The closest location is Arlington, Virginia on April 26, 27, and 28, 1981.

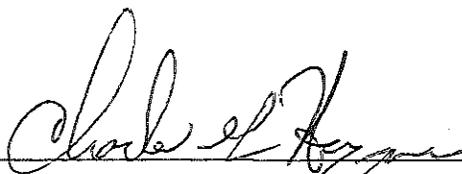
Mr. Smoler would like to attend a one-week Roger Stevens Association training session for Commissioner workshops. He stated that he would be doing it on his own time except for the initial training period from January 11 through January 16, 1981. Ms. Clauson moved to authorize Mr. Smoler to attend said training. Mr. Haynes seconded the motion. 2 Ayes, 1 Abstain: Mr. Glista. MOTION CARRIED.

Mr. Smoler gave the Board members each a copy of the two-year audit by HUD.

The Chairman stated that we will now reconvene executive session and will not reconvene general session. The Board was polled: Mr. Haynes, Aye. Ms. Clauson, Aye. Mr. Glista-Aye

9:50 p.m.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION NOVEMBER 10, 1980

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Ellen McEleney
Frank Duffy, Esquire
James Conley

ALSO PRESENT: Emily Higgins
Barbara Cahoon

Ms. Clauson moved to approve the minutes of the executive session meeting of September 8, 1980 as printed. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. Clauson moved to approve the minutes of the executive session meeting of October 20, 1980. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney introduced Barbara Cahoon, 70 Barrows Road. Mr. Kinchla previously submitted a damage claim of \$386.54 then an adjustment claim for \$567.78. Ms. Cahoon was again not able to obtain representation. The Chairman informed Ms. Cahoon that the next monthly meeting is scheduled for December 15, 1980, and that the Board will grant her only one more continuance.

Ms. McEleney introduced Emily Higgins. She is representing her mother, Ellen Higgins, who cannot come into the room because of the smoke due to an illness. Mr. Kinchla submitted a damage claim for 27 Deepwood Road totalling \$1,240.16. The breakdown is as follows: #1 Remove and replace carpeting \$841.66. Ms. Higgins completely objects to this charge. She states that the rug needed to be replaced anyway, their family was the fifth family who lived there with that same rug and others had pets. Also, #2 a \$198.50 charge to install the carpeting. #3 Replace two mahogany flush doors, (one in the hall and one in the bathroom) Ms. Higgins states that he did not replace the doors, he only patched the holes in them. Ms. Higgins admits to the one in the hall, not in the bathroom. #4 Repair holes in sheet-rock, \$35. Ms. Higgins admits to the one in the bedroom where her bed caused the damage. #5 Repair broken window in basement \$25. Ms. Higgins stated that someone had broken the window and tried to break in. She had purchased a new pane of glass and it was in the basement. However, the mullion was broken and had to be replaced and a different type

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window was needed. #6 Exterminate house for fleas, \$60. Ms. Higgins stated that she had steam cleaned the rugs and that this would have killed the fleas. It was decided to find out when the house was exterminated and when she cleaned the rugs to determine if it was necessary to exterminate. Ms. Higgins thanked the Board and left. Discussion followed and it was decided to table a decision until such time as actual bills for repairs have been submitted by Mr. Kinchla.

The Chairman stated that we will now reconvene general session and will reconvene executive session. The Board was polled: Mr. Haynes, Aye. Ms. Clauson, Aye. Mr. Glista, Aye.

Ms. McEleney presented the 707 rent increases:

Manuel Lopes, 35 Glenwood Place. The most recent inspection was conducted on October 10, 1980, and no deficiencies were found. He pays for all utilities.

Joseph Dunne, 371 Palmer Avenue, apartments 5 and 6. The most recent inspection conducted on apartment 5 was October 16, 1980 and no deficiencies were found. On August 16, 1980, no deficiencies were found at apartment 6. No utilities are included on either apartment.

Harry & Arlene Spooner, 393 Jones Road. The most recent inspection conducted was on October 21, 1980 and five deficiencies were found: the owners are in the process of completing the repairs. No utilities are included.

Richard Kinchla, 174 Homestead Lane. A recent inspection was conducted, however, the lease is terminating on December 31, 1980. He stated that all cited repairs have been completed except for screen doors on the front and side entrances. No utilities are included.

Ms. Clauson moved to grant an 8% increase for Manuel Lopes, a 5.3% increase for Joseph Dunne and Mr. & Mrs. Spooner, and nothing for Mr. Kinchla because the lease is terminated. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a damage claim submitted by Mrs. Patricia Vincent for the property located at 106 Seatucket Road, Ruth & Joel Miner previous tenants. Ms. McEleney explained that the majority of the damage was caused by smoke from a fire in the fireplace. The tenants painted over the wallpaper in the living room and all the woodwork throughout the house to cover the damage instead of notifying the landlady so that her insurance could have covered it. There are other minor damages but the cost of a contractor to remove the wallpaper under the paint exceeds our liability of two months rent which is \$456. Mr. Glista moved to pay the balance of two months rent, \$456.00 to Patricia Vincent. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Conley informed the Board of the problems we have been having with Mr. Kinchla over the repairs on the properties he owns and manages. He is constantly challenging Jim and giving the staff verbal abuse. Mr. Duffy stated that if Mr. Kinchla has any complaints, to advise him to bring them before the Board.

Meeting adjourned 10:25 p.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

DECEMBER 15, 1980

346 GIFFORD STREET

GENERAL SESSION

MEMBERS PRESENT: Elizabeth Clauson
Charles Haynes
W. Ward Rainnie
Laura Jackson

STAFF PRESENT: Elliott A. Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire
Paul McAllister
Michael Duffany

ALSO PRESENT: Barbara Cahoon
Dawn Pierson
Richard Maclone
Peter Sessa, Legal Services
Bud Johnson, IHMI
Tad Sargent, IHMI
Marcia Palanza
Sarah Spencer

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The Chairman called the meeting to order at 7:40 p.m.

Ms. Clauson moved to approve the general session minutes of November 11, 1980. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. There was a question on the motion to attend the meeting with AFSCME. MOTION CARRIED.

The Chairman stated that we would now convene executive session for the purpose of hearing tenant/landlord complaints and that we would reconvene general session. The Board was polled: 4 Ayes, 0 Nays. MOTION CARRIED.

Reconvene general session 8:55 p.m.

Mr. Smoler introduced Mr. Johnson and Mr. Sargent from IHMI. (Institute for Housing Management Innovations). They displayed the equipment to the system but were unable to demonstrate because they could not connect up with Washington. They explained the wide range of abilities the equipment is capable of performing. The Authority is at an ideal size to introduce a data processing system. The total cost factor is around \$40.-\$60,000. They explained how it could be paid for out of the different programs, it would be a small per-year cost. When the Authority is ready for the system, we must prepare a set of specifications. The Board thanked them for their presentation.

Mr. Rainnie moved payment of the bills. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

47-004: Mr. Smoler stated that the site has been stripped and trenching is scheduled to begin Tuesday afternoon or Wednesday morning of this week. The forms and structural part are to begin this Wednesday.

47-005: The ground borings are planned to be done sometime this month. An article will have to be drafted to change the zoning. Mr. Smoler feels at this time that we can still use the same plans as 004.

AFSCME: The election for the staff to vote the union in will be held on January 16, 1981, from 12:00 to 1:00 in the Authority's offices. Five out of the eight staff members will have to vote yes in order to have the union represent the Authority. Anyone who votes no will have to pay an agency fee.

Transportation: Michael Duffany would like the Authority to lease his vehicle from him. Discussion followed and it was decided to lease his vehicle and still pay for the gas. Ms. Clauson moved to lease Michael's truck for \$150. per month with the Authority paying for his gas for a maximum of four months until a truck can be purchased for his use. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays. 1 Abstain: Mr. Rainnie. MOTION CARRIED.

Mr. Smoler would like to purchase a 3/4 ton short-bodied van. Paul McAllister explained the advantages of having a van for his type of work. Mrs. Jackson moved to authorize the drawing up of specifications and the starting of the bidding for a 3/4 ton short-bodied van. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED

Mrs. Jackson moved to adopt a form for recording mileage which will include: starting odometer reading, a list of destinations, the ending odometer reading, and the date. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

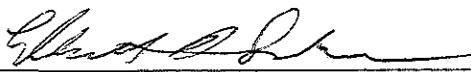
Mr. Rainnie moved to request a proposal for the leasing of a utility vehicle for Authority-related business for the staff. Mrs. Jackson seconded the motion. 3 Ayes, 0 Nays. 1 Abstain: Ms. Clauson.

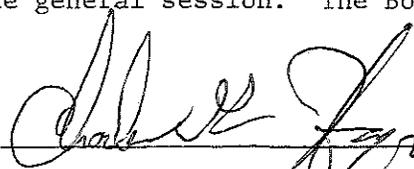
Commissioners Handbook: Mrs. Jackson explained to Mr. Rainnie about the handbook. The Board decided to table it.

Snow removal equipment. Mr. Conley presented the Board members with a listing of the different brands of equipment, prices, and whether or not they are in stock. Discussion followed. Ms. Clauson moved to purchase a John Deere for \$739.00. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler explained the need for another typewriter in the office. Mrs. Jackson moved to purchase an IBM typewriter with the insurance money received from the stolen goods. Mr. Rainnie seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

The Chairman stated that we would now convene executive session for the purpose of hearing tenant/landlord complaints and would not reconvene general session. The Board was polled: 4 Ayes, 0 Nays. MOTION CARRIED.


Elliott A. Smoler, Executive Director


Charles Haynes, Chairman

MEMBERS PRESENT: Elizabeth Clauson
Charles Haynes
W. Ward Rainnie
Laura Jackson

STAFF PRESENT: Elliott A. Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Barbara Cahoon
Dawn Pierson
Richard Maclone
Peter Sessa, Legal Services
Marcia Palanza

Ms. McEleney introduced Peter Sessa, Legal Services and Barbara Cahoon, 70 Barrows Road. Richard Kinchla submitted a damage claim against Mrs. Cahoon of \$386.54 than an adjustment claim for \$567.78. The following is a list of damages described in the claim then Mrs. Cahoon's reply: 1. Remove and replace bath floor, which had been removed without our knowledge.--Mrs. Cahoon stated that they had removed the floor but her son put his foot through it. There is a 2' x 2' hole. She states a carpenter said there was a leak under the sink that only leaked when the water ran. 2. Repair broken window, 2 cellar windows, and repair screens.--Mrs. Cahoon states that the two cellar windows were broken by someone throwing stones, but admits to the screens. 3. Repair sheetrock holes and 3 mahogany flush doors. She admits to the holes in the sheetrock but not the doors. 4. Replace 14 cabinet knobs. --She admits to those. 5. Replace flush hollow core doors (4) plus labor to install and varnish. Mrs. Cahoon states that he only repaired the doors not replaced them. 6. Repair aluminum door inserts (2) plus materials and labor. --She admits to only one aluminum door. Ms. McEleney informed the Board that Mrs. Cahoon had been called in for a conference to discuss why she was not informing the landlord of these problems. At that time, the only problem was the bathroom floor. Ms. McEleney also asked why she did not tell us before that her son had put his foot through the floor. She replied that no one asked. Mrs. Cahoon stated that she is willing to pay for the repairs she is responsible for. The Chairman told Mrs. Cahoon that the Board would take it under advisement.

Ms. McEleney introduced Dawn Pierson, prior tenant of 637 Main Street, Waquoit, and Richard Maclone, the landlord. She informed the Board that there were two issues: 1. Mr. Smoler and Ms. McEleney have decided not to issue Mrs. Pierson another certificate for another subsidy. 2. Mr. Maclone is submitting a damage claim estimate against Mrs. Pierson of \$5,927.00. Also, Mrs. Pierson has rent arrearage from 7/79 to 8/80 total \$248.00. Mr. Maclone presented the Board with photographs of the property and house before Mrs. Pierson moved in and photographs when she moved out showing extensive damage. Ms. McEleney went through Mr. Conley's two-page move-out inspection report. Mrs. Pierson admitted to a lot of the deficiencies and stated that she would either repair or replace them. She stated that the house was broken into and vandals must have done the other damages because some things mentioned were not like that when she left the house. Ms. McEleney went through the previous year's inspection reports and there was no extensive damage shown at all. The Board questioned Mrs. Pierson. Mr. Maclone realizes that he is only entitled to the balance of two month's rent. The Board thanked Mr. Maclone for coming and informed him they would take it under advisement.

Ms. McEleney stated that the reasons Mrs. Pierson is being denied further funding are: 1. Non-payment of rent. 2. Extensive damage to the property. 3. Failure to maintain electric service to the property. 4. Abandonment of the property.

Ms. McEleney introduced Marcia Palanza, an applicant on our two bedroom waiting list. She is 26th on the list. Mrs. Palanza would like to be granted an exceptional case because she is being evicted from her house, she must be out by December 23. She stated that she has a newborn baby and another daughter. Mrs. Jackson stated that the Board recognizes her problem and explained that a lot of other people are in other situations. The Chairman told Mrs. Palanza that the Board would take it under consideration and advise her of their decision.

Reconvene General Session 8:55 p.m.

Reconvene Executive Session 11:00 p.m.

707 Rent Increases:

Jane & Joseph Cafarella, 19 Oak Street. The most recent inspection was conducted on September 18, 1980. All deficiencies have been corrected except for a slider door which must be completed by April 1, 1981.

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Harry & Arlene Spooner, 393 Jones Road. Last month the Spooner's were granted a 5.3% increase and would like the Board to reconsider.

Edward Dunne, 174 Homestead Lane. A request was presented last month but denied because the lease is terminated. They would like the Board to grant the increase anyway in case she remains in the premises.

Mary Makela, 197 Alcott Road. No deficiencies were found at the last inspection. No utilities are included.

Alcorn, Inc., 296 Trotting Park Road. At the most recent inspection, there were five deficiencies found. They called three days after the letter was sent informing them and stated the repairs were under way. No utilities included.

Edward Dunne, 118 Brick Kiln Road. All deficiencies completed. No utilities included.

Marie Feeney, 27 Leonard Drive. At the most recent inspection, 14 deficiencies were found: 7 tenant responsibility, 7 landlord responsibility. Will call when deficiencies are completed.

Mr. Rainnie moved to approve a 5.3% increase for all properties: Dunne, 174 Homestead Lane, remains the same, and Spooner, 363 Jones Road remains the same. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a damage claim previously submitted by Richard Kinchla against Ellen Higgins for 27 Deepwood Road. Mr. Kinchla was requested to submit actual bills for damages at this meeting. The claim was reviewed again by the Board. The Board decided that due to the discrepancies in the repairs, the claim would be denied in full. Mr. Rainnie moved to deny the claim and pay -0-. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a damage claim submitted by Mr. Charles Hoen against Janis Hendricks for 31 Priscilla Street. The total claim is \$748.00 after his insurance deductible. The tenant vacated the house, left her children and the husband moved in. Ms. McEleney stated that we are liable for the balance of two month's rent: \$500.00. Mrs. Jackson moved to pay the balance of two month's rent: \$500.00. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler presented a damage claim submitted by Mrs. Clara Pacheco against Lorna Vaughn for 222 Davisville Road. The tenant was given notice in writing that she could dispute the claim but did not. The total claim is for \$623.74: \$35. = 5 month's unpaid rent @\$7. per month; \$150. for a full tank of oil; and \$438.74 for damages. Total liability is \$336.00. Mrs. Clauson moved to pay Mrs. Pacheco \$336. Mr. Rainnie seconded the motion. 3 Ayes, 0 Nays. 1 Abstain: Mrs. Jackson. MOTION CARRIED.

Mrs. Jackson moved to pay Mr. MacLone the balance of two month's rent: \$612.00. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Rainnie moved to approve the executive session minutes as printed. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Decision on Dawn Pierson: Mr. Rainnie moved not to rehouse Mrs. Pierson for said reasons. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

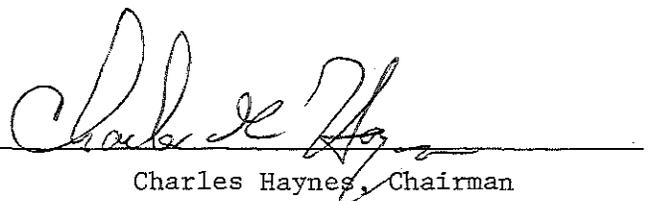
Decision on Barbara Cahoon/Richard Kinchla: Mr. Smoler stated that he spoke with the plumber and he said the leak under the sink was not connected with the hole by the bathtub. Mr. Conley added that not closing the shower curtain could have caused the floor to deteriorate. Discussion followed. Mr. Rainnie moved to deny the claim in full. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Decision on Marcia Palanza: Discussion followed and it was decided not to grant her an exceptional case because there are other families in the same situations.

Meeting adjourned 12:15 a.m.



Elliott A. Smoler, Executive Director



Charles Haynes, Chairman

MEMBERS PRESENT: Laura Jackson
Charles Haynes
Anthony Glista
Elizabeth Clauson
W. Ward Rainnie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
Frank Duffy

ALSO PRESENT: Sarah Spencer

The Chairman called the meeting to order at 7:40 P.M.

Ms. Clauson moved to approve the general session minutes of the meeting of December 15, 1980. Mrs. Jackson seconded the motion. 4 Ayes. 0 Nays. MOTION CARRIED.

Commissioners Handbook. The committee will meet at Mrs. Jackson's home on January 21, 1981, Wednesday, to discuss the handbook.

Computer proposal. Mr. Smoler would like to get proposals. Discussion followed. Mrs. Jackson moved to solicit proposals for the computer. Ms. Clauson seconded the motion. 5 Ayes. 0 Nays. MOTION CARRIED.

047-004. Mr. Smoler stated that things are moving slow due to the weather. About 14 days have been lost. Approximately 73 yards of concrete is down.

047-005. We are waiting for the town to schedule a special meeting to discuss the re-zoning the property.

Janus House. The final application has been filed but we have not received any response, any commitment, or any denial from EOCB or the Department of Social Services. Mrs. Jackson stated that she would like the Authority to send a letter to both offices informing them that we may lose the project if time keeps going by. Mr. Smoler stated that we will do that but he doesn't feel it will do any good.

Executive Director's Contract. The committee would like to review the draft before they present it to the Board for consideration.

Fuel Assistance Program. Mr. Smoler informed the Board that the Authority has been mandated to administer the program for our 705 Authority-owned houses. Mr. Smoler explained the program. The Board does not like the program but realizes it is mandated. Discussion followed. Mr. Rainnie moved to approve a resolution to adopt the fuel assistance program even though it stinks. Mrs. Jackson seconded the motion. 5 Ayes. 0 Nays. MOTION CARRIED. There was further discussion and the Board decided to meet to draft a press release to inform the public of just what the program is about. A meeting is scheduled for Wednesday at 9:30 a.m. at the Authority office on January 14, 1981.

667 and 705 New Lease. Mr. Smoler informed the Board that EOCB has come out with new leases for the 667 and 705 programs to be effective March 1, 1981. Ms. Clauson moved to adopt new lease. Mrs. Jackson seconded the motion. 5 Ayes. 0 Nays. MOTION CARRIED.

Home Ownership Program. Mr. Smoler stated that HUD is looking for a new home ownership program. Mr. Smoler has designed a program geared for the upper-lower and lower-middle income people. It would be built by the Authority to eliminate private profit. The Authority would be the mortgager. No more than 50 lots would be on one said site. The owner would pay 25% of their income less a utility allowance for mortgage payments. A non-payment of mortgage would result in foreclosure. It will be a one-shot deal and if foreclosure resulted or if they sold the property, they could not go through the program again. It would be a lot quicker than the Farmer's Home Administration and less paperwork. Discussion followed. Mrs. Jackson moved that the Board is in support of Mr. Smoler getting the funds for a home ownership program. Ms. Clauson seconded the motion. 5 Ayes. 0 Nays. MOTION CARRIED.

Mr. Rainnie moved to pay the bills. Mrs. Jackson seconded the motion. 5 Ayes. 0 Nays. MOTION CARRIED.

The Chairman stated that since there was not further business in general session, we would now convene executive session. The Board was polled: 5 Ayes. 0 Nays.

9:10 p.m.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

MEMBERS PRESENT: Laura Jackson
Charles Haynes
Anthony Glista
Elizabeth Clauson
W. Ward Rainnie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
Frank Duffy, Esquire

ALSO PRESENT: Sarah Spencer

The Chairman called the meeting to order at 7:40 p.m.

Ms. Clauson moved to approve the general session minutes of the meeting of December 15, 1980. Mrs. Jackson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Commissioners Handbook. The committee will meet at Mrs. Jackson's home on January 21, 1981, Wednesday, to discuss the handbook.

Computer proposal. Mr. Smoler would like to get proposals. Discussion followed. Mrs. Jackson moved to solicit proposals for the computer. Ms. Clauson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

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Mr. Rainnie moved to pay the bills. Mrs. Jackson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

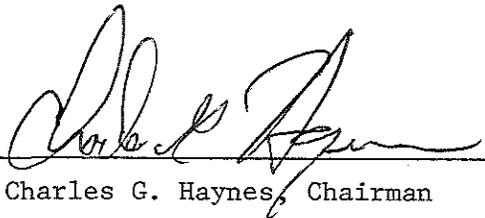
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The Chairman stated that since there was no further business in general session, we would now convene executive session. The Board was polled: 5 Ayes, 0 Nays.

9:10 p.m.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JANUARY 12, 1981

MEMBERS PRESENT: Laura Jackson
Charles Haynes
Anthony Glista
Elizabeth Clauson
W. Ward Rainnie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
Frank Duffy, Esquire

Ms. McEleney presented a 707 rent increase.

Tilia Fantasia, 12 Fisher Road. There was no recent inspection, no utilities are included. Ms. Clauson moved to grant a 5.3% increase to Mrs. Fantasia. Mrs. Jackson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Ms. Macedo presented her resignation for the position of secretary to the Board responsible for recording and transcribing the minutes of the meetings. The Board accepted the resignation.

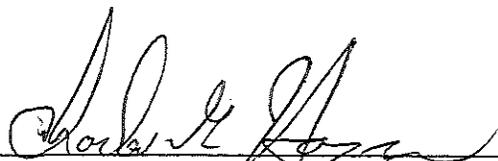
Ms. Clauson moved to approve the executive session minutes of the December 15, 1980 meeting. Mrs. Jackson seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson brought up the resolution passed by the Board at the September 8, 1980 meeting which read "Mr. Rainnie moved to approve a resolution stating that no Board member have any contact with the general contractor or any other contractor without the Clerk of the Works and the Executive Director present. Mr. Glista seconded the motion. 5 Ayes, 0 Nays. MOTION CARRIED". Discussion followed about the different interpretations of the resolution. After much discussion, it was decided to leave the resolution as is.

Meeting adjourned 9:50 p.m.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

There was no February meeting due to the fact that there was not a quorum.

MEMBERS PRESENT: Charles Haynes
Laura Jackson
Anthony Glista
Elizabeth Clauson
W. Ward Rainnie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Sarah Spencer
Martha Coneybear, Falmouth Enterprise
Lawrence Rose
Ruth Boston

The Chairman called the meeting to order at 7:40 p.m.

Ms. Clauson moved to approve the minutes of the January 15th meeting. Mr. Glista seconded the motion. All in favor-5 Ayes, 0 Nays. MOTION CARRIED.

The Chairman entertained the motion to go into Executive Session for the purpose of hearing tenant/landlord complaints. Mr. Glista made the motion to go into Executive Session. Ms. Clauson seconded the motion. The Board was polled: 5 Ayes, 0 Nays. MOTION CARRIED.

✓ Review of the bids on the vehicle to be purchased which were opened on February 6th showed that two out of the 4 met specifications. Silver Lake Dodge was the lowest bidder with \$7,446. but did not meet specifications. GMC Coach in Boston was the second lowest bidder with \$7,514.74 and did meet specifications. Ms. Clauson abstained from the vote but recommended GMC Coach after seeing the specifications. Mr. Glista moved to purchase that particular van from GMC Coach for \$7,514.74. Mrs. Jackson seconded the motion. Board was polled: 3 Ayes, 1 Nay, 1 Abstain. MOTION CARRIED.

Mr. Glista questioned the insurance and registration on the van. Discussion followed. Mr. Smoler would like in the future to see us requesting proposals for umbrella coverage which should bring in a good rate. Mr. Glista made the motion to go out for bid for insurance coverage with at least four proposals being presented. Ms. Clauson seconded the motion. The Board was polled: 5 Ayes, 0 Nays. MOTION CARRIED.

✓ Review of the bids on the leasing vehicle was presented by Mr. Smoler. We sent out between 52 and 54 requests for proposals with specifications. 4 bidders returned proposals with noone from the Cape. McCarthy Municipal Leasing in Medford was the lowest bidder. Ms. Clauson stated that at this time, we need some sort of transportation for inspections. Discussion followed. Mrs. Jackson moved to lease the vehicle from McCarthy Municipal Leasing. Mr. Glista seconded the motion. The Board was polled: 4 Ayes, 1 Abstain. MOTION CARRIED.

Section 8: The request by the Board in November to request additional Section 8 funding was granted and we were awarded an additional 20 units. The total number of Section 8 units now is 285.

47-004: There was a question raised about the payment of a bill for the period ending in April. A discussion ensued concerning new contracts for 47-004. Mr. Smoler stated that the contractor, architect, clerk and himself go over the rough requisition together as a unit and agree or disagree on the amounts the contractor has requested based upon what he has completed during that period. Discussion followed. There was also a reminder about the site inspection meeting for all Board members the first Monday of every month.

Annual report: Mr. Smoler asked the Board if they would like to continue to publish the names of our landlords and the amounts we pay to them in the Annual report-do we want it printed as is. The Board felt it should stay the way it is now.

689: The Commonwealth has accepted the application that we filed for 689 funding and the grant is for \$132,000. for 8 full-time residents. Mr. Smoler requested present facility that is used not be considered and find alternate facility as the property is far too gone and in a total state of disrepair. It would cost us \$75,000. to get it in shape and that's not including handicapped facilities. Discussion followed and it was decided that a joint effort would be made on our part and that of the staff of Janus House to find an alternate facility.

705-4: Mr. Smoler presented an invitation to solicit applications to DCA for another round of funding for 705 and 667. It was decided that this would be discussed at the special meeting on Thursday.

1077
705-3: Mrs. Jackson asked what was happening with the buying of houses for this program. Mr. Smoler stated that we acquired 9 and we have 4 or 5 more houses now for the State to look at. Discussion followed.

New Contracts for 47-004: Mr. Smoler stated that there is new legislation which states that the government will have control for 10 years after final payment.

Commissioners Conference: There will be a mid-term EOCD committee conference for commissioners in Mansfield on April 3rd and 4th and it will be \$45./person. Decision on who will go will be made at the special meeting on Thursday.

Jim Conley requested that the new van be equipped for the plumbing needs. Cost: \$150. for shelves and rack; plumbing equipment-\$600.; stock to equip-\$200., with a total cost of approximately \$1,000. Discussion followed. Mr. Glista made the motion to pay \$1,000. for van and equipment. Mrs. Jackson seconded the motion. Board was polled: 5 Ayes, 0 Nays. MOTION CARRIED.

Side boxes: Mr. Smoler requested to purchase side boxes for the truck we have now which would cost \$541. painted and installed. Mr. Glista moved to buy the tool boxes for the truck, not to exceed \$600. Ms. Clauson seconded the motion. Board was polled: 5 Ayes, 0 Nays. MOTION CARRIED.

Grounds work: Jim Conley brought out the fact that economically we need a tractor-40" rotary mower which would cost \$4,000.-\$7,000. He also requested a deck for \$1,200., 2 push trim mowers-19"-21" @ \$250./piece, trailer tractor @ \$800.-\$900. which would bring the total cost of equipment for grounds work up to a total of \$7,000.-\$10,000. Mr. Conley got estimates from the following: Simplicity, John Deer, Sears, Economy Tractor, Graveley, International Harvester. Some of the above can get through consolidated Contracts. Discussion followed.

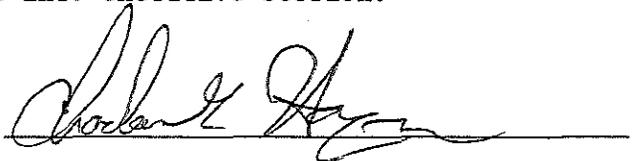
There was a discussion about the private use of Falmouth Housing Authority vehicle as raised by Mr. Haynes. Ms. Clauson read regulations describing standards of conduct, public officials or employees of housing and redevelopment authorities. In summary, it states that no public official or employee of LHA or LRA shall use or permit to use any property belonging to the Authority for any purpose other than proper Authority business. Ms. Clauson discussed a possible policy. Discussion followed.

Mr. Rainnie moved to pay the bills. Ms. Clauson seconded the motion. Board was polled: 4 Ayes, 1 Nay. MOTION CARRIED.

The Chairman then stated that we would now reconvene into executive session.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

MARCH 9, 1981

MEMBERS PRESENT: Charles Haynes
Laura Jackson
Anthony Glista
Elizabeth Clauson
W. Ward Rainnie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

7:40

Ms. McEleney introduced Mr. Rose, a tenant formerly residing at 100 Seacoast Boulevard. His landlord has submitted a damage claim. Mr. Rose has seen a copy of the claim that was submitted. Mr. Rose has sent a letter to us and to the landlord that he is not responsible for the damages and requested return of his security deposit which he has not received yet. Mr. Smoler did the initial inspection and it was only in fair condition, and needed a paint job. The total damage claim totalled \$914.19. Much discussion followed. It was decided that from now on we don't mention the name of the owner. The Board told Mr. Rose that they would take it under advisement and thanked him for coming.

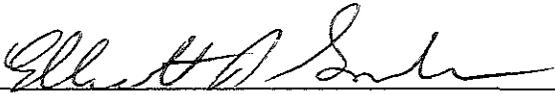
178
Ms. McEleney introduced Ruth Boston, one of our 705 tenants to all board members. Mrs. Boston came before the Board with a letter to request putting in a wood burning stove because of the high cost of fuel. Discussion followed. A question was raised about the insurance. Mr. Smoler stated that he called the state and they said under no circumstances would they allow wood burning stoves to be installed in 705 houses for insurance and safety reasons. It was decided that we would send a letter to the state and suggested that Mrs. Boston send a letter herself to the state.

Ms. Clauson moved to postpone the damage claims and 707 rent increases until the special meeting on Thursday night. Mr. Rainnie seconded the motion. The Board was polled-5 Ayes. MOTION CARRIED.

There was a discussion about Carol Johnson and her request for an extension of her certificate. She was given a 60 day notice and a certificate for an additional 60 days. Discussion followed. Mrs. Jackson moved that the request for a new certificate be denied. Ms. Clauson seconded the motion. Board was polled: 4 Ayes, 1 Nay. MOTION CARRIED.

Ms. McEleney brought to the attention of the Board a letter she received from a landlord requesting permission to evict a tenant. Ms. McEleney wrote back to the landlord denying his request because he didn't give the tenant the right to dispute. Discussion followed.

Meeting adjourned 11:30 p.m.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

MARCH 16, 1981

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
W. Ward Rainnie
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Frank Duffy, Esquire
James Conley

ALSO PRESENT: Ron Axelrod

Mr. Haynes mentioned that the State is soliciting proposals for 705 and 667. Mr. Glista also would like it known that he feels there is enough going on now. Discussion followed as to the need of additional housing in Falmouth. Ms. Clauson made a motion to apply for both 705 and 667 funds. Mr. Rainnie seconded the motion. 2 Ayes, 1 Nay. MOTION CARRIED.

Discussion followed as the Chairman voting. Mr. Glista asked when the Chairman does vote. Mr. Duffy stated only in the case of a tie.

Janus House

Discussion followed as to the current status. No change.

Commissioners Conference

Mr. Smoler stated Mr. Glista is the only one going. Mr. Haynes stated he will be going.

47-005:

Discussion followed as to whether or not to go into Executive Session. Ms. Clauson questioned if this has been brought to Executive Session in the past. Mr. Duffy stated that unless names were to be mentioned there was no need. Ms. Clauson stated she was advised to visit Harwich, where there is a new unit under construction. However, she looked at the upkeep of this unit and feels there is no way we could do such a site. She suggests a happy medium, the town will feel comfortable with. Discussion followed with Mr. Axelrod. He made his presentation of the two other concepts he has in mind. During this discussion, Mr. Haynes suggested Ms. Clauson chair a Public Relations committee to sit with the planning board. All public relations will be done through this committee.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

MARCH 16, 1981

MEMBERS PRESENT: Charles Haynes
W. Ward Rainnie
Elizabeth Clauson
Anthony Glista

STAFF PRESENT: Elliott A. Smoler
Frank Duffy, Esquire
James Conley

Convene Executive Session

Ms. Clauson states she has a very uneasy feeling in regards to Staff in Executive Session, they have a better knowledge of goings on. Mr. Smoler discussed benefits of letting staff remain. Mr. Duffy stated it is at the discretion of the Board as to who remains in Executive Session. Mr. Rainnie made a motion that the staff members of the Falmouth Housing Authority be allowed to attend any Executive Session they wish unless deemed inappropriate by a majority vote of the Board present. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

707 Rent Increases

342 Carriage Shop Road	5.3%
Apartment 2, 357 Main Street	8%
151 Antler Shore Drive	8%
77B John Parker Road	5.3%
6 Debra Ann Lane	5.3%
44 Corte Real Ave.	5.3%
29 Suncrest Drive	5.3%
355 Palmer Avenue	8%
7 Debra Ann Lane	5.3%
14 Fisher Road	5.3%
25 Columbus Drive	5.3%
101 Grace Court	5.3%

Discussion followed as to holding these increases in which repairs were not completed.

Damage Claims

52 Amphibian Road-Motion made to pay damage claim of \$350.00. 3 Ayes, 0 Nays. MOTION CARRIED.

20 Amvets Ave.-Claim denied due to court order to waive all claims.

3 Leonard Dr.-Mr. Glista made a motion to pay two months rent. 3 Ayes, 0 Nays. MOTION CARRIED

Transcribing the Minutes of the Meetings

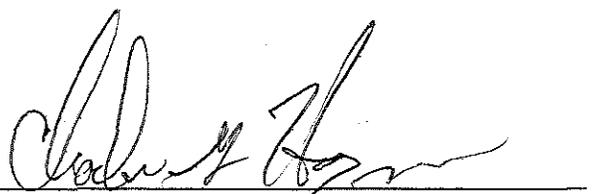
Mr. Smoler suggests not having a secretary due to economic reasons, but to go with a more explicit recorder. This will be included in the office work on a rotating basis. Mr. Haynes suggested having the recorder but to have the same employee as before doing them. Mr. Glista suggested paying that girl \$30.00 and cut the minutes during working hours. Mr. Smoler stated she will not do them due to personal reasons. Mr. Haynes stated we (the Board) will see how the minutes for the past three meetings come out in relation to quality.

Discussion followed as to Mr. Haynes' position and as to resigning his position as Chairman. Mr. Haynes stated he was told by Mr. Tavares he had no problem until he is sworn in.

Meeting adjourned.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Anthony Glista
Laura Jackson-came after meeting was in progress
W. Ward Rainnie-came after meeting was in progress

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire
Paul McAllister

OTHERS PRESENT: Sarah Spencer-League of Women Voters

Meeting called to order

Reconvene Executive Session

Ms. McEleney presented the situation with the minutes and how difficult it was to do them during working hours. She presented a solution to the Board that Mary Dolan and Kathy Roan would be willing to do the minutes after hours for \$5.00 per hour. Discussion followed. Mr. Smoler suggested getting a high quality reel to reel tape recorder with individual microphones. Mr. Haynes suggested having a demonstration of that machine set up for the May meeting. Discussion followed. Mrs. Jackson made the motion to pay the girls (Mary & Kathy) \$5.00 per hour for doing the minutes of the meetings of March 9th, March 16th, April 13th and May 11th. Mr. Rainnie seconded the motion. All in favor-5 Ayes. MOTION CARRIED.

Payment of the Bills: Mr. Glista questioned the NAHRO bill and Briggs Engineering bill. Discussion followed. Mr. Glista moved to pay the bills. Mrs. Jackson seconded the motion. All in favor: 5 Ayes. MOTION CARRIED.

47-004: Mr. Smoler reminded the Board members again about the monthly site inspection meeting for them which is the first Monday of every month at 10:00 a.m. Discussion followed.

Mr. Haynes suggested the Board make a resolution to be sent to HUD requesting permission for residence preference for the new building. Mr. Smoler suggested that the Board do this so that he could write it into the tenant selection procedure and have it go up to HUD for approval. Discussion followed. Mr. Rainnie made the motion to pass the resolution to allow our Executive Director to draw up specifications for tenant selection using Falmouth residents a priority. Ms. Clauson seconded the motion. Board was polled: 5 Ayes. MOTION CARRIED.

689-1: Mr. Smoler informed the Board this program was in limbo at the present time. Discussion followed.

Ms. Clauson presented a report on the conference that was held in Mansfield the previous weekend on the role of the Commissioners. Mr. Haynes made the point that was made at the conference that Commissioners keep their nose out of administration. Discussion followed. It was brought out at that time about the NAHRO conference being held in May at the Seacrest.

Mr. McAllister requested reimbursement for a half tank of oil that was promised him from a house that the Housing Authority purchased from him. Discussion followed. Ms. Clauson made the motion to pay Mr. McAllister \$150.00 for the oil that was put in the tank with interest. Mr. Rainnie seconded the motion. Board was polled: 5 Ayes. MOTION CARRIED.

Mr. Glista brought up the budget. Discussion followed.

Mr. Conley presented brochures for the equipment the Board had approved last month. Discussion followed. Mr. Haynes suggested that we go out for bid for specifications for the equipment.

Mr. Smoler made the suggestion that we put out the \$500.00 that was approved by the Board to have steel tool boxes put on and have one of our own staff make them. Discussion followed. Mr. Rainnie moved to spend up to the \$500.00 already authorized and have one of our own staff members make the tool boxes. Mr. Haynes seconded the motion. Board was polled: 5 Ayes. MOTION CARRIED.

✓ Mr. Glista requested that the Board have meetings twice per month. Discussion followed. Mr. Smoler explained what was going on down the site and felt that it really did not warrant two meetings per month for what was happening down the site and in the office.

The Board thanked Mr. Rainnie for his time and effort spent of the Board.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

APRIL 13, 1981

EXECUTIVE SESSION

MEMBERS PRESENT: Charles Haynes

Laura Jackson
Elizabeth Clauson
Anthony Glista
W. Ward Rainnie

STAFF PRESENT:

Elliott Smoler
Ellen McEleney
Frank Duffy, Esquire
James Conley
Paul McAllister

OTHERS PRESENT:

Lillian Perry
Beverly Pires, Social Worker-Pocasset Mental Health Center
Lawrence Rose
Mrs. Kolev

Ms. McEleney introduced Mrs. Perry, a tenant and Beverly Pires, her social worker from Pocasset Mental Health Center. Mr. Ligotti, Mrs. Perry's landlord sent a letter to her with a carbon copy to us requesting to evict her. Ms. McEleney stated that he didn't follow the proper procedures, as he did not give the tenant a chance to dispute the claim; therefore, denying his request. The second time he did follow proper procedures and that is why Mrs. Perry is here now. Ms. McEleney read Mr. Ligotti's letter outlining the reasons for wanting to evict the tenant. Discussion followed. The Board thanked Mrs. Perry for coming and told her they would take it under advisement. Discussion followed. Ms. Clauson made the motion to have an open ended lease whereby she could vacate when she found another place or if Mr. Ligotti didn't go along with that, they would deny the request. Mr. Haynes seconded the motion. Board was polled: 3 Ayes, 1 Abstain. MOTION CARRIED.

Ms. McEleney presented a damage claim from Mr. & Mrs. Kolev against Mr. Rose. The Board has denied the damage claim and Mrs. Kolev was there to appeal. It was requested of Mr. Rose to be present which he was. Mrs. Kolev presented her story to the Board. Discussion followed. The Board thanked Mrs. Kolev and Mr. Rose for coming and were told it would be taken under advisement. Mrs. Jackson moved to deny the damage claim. Mr. Glista seconded the motion. Board was polled: 3 Ayes, 2 Abstain. MOTION CARRIED.

Ms. McEleney brought up the fact that the Board, at the last meeting, talked about a staff member in an open public meeting (general session) and she requested that staff members be given the same respect that the tenants, landlords, etc. are given in that they are discussed in Executive Session and that it go through the proper chain of command if they have a problem with one of the staff members. Discussion followed.

A discussion ensued about the minutes

A discussion ensued again about the private use of the Authority vehicle.

Ms. McEleney presented the case again about Ruth Boston, one of our 705 tenants who requested permission to have a wood burning stove. It had been decided at the previous meeting that we would write to the state and Mrs. Boston would do the same which occurred. Ms. McEleney read the letter we received from the management representative at the State who approved of her having the stove. We are still waiting to hear from the development management as to their approval as they were the ones who had denied it before. No decision was made.

Ms. McEleney requested that when presenting the 707 rent increases that we don't use #1, #2, #3, etc. and explained to the Board that we have to use street addresses when presenting these increases. She also requested that we don't even present the ones with deficiencies and that these go specifically to Mr. Smoler and Mr. Conley.

Mr. Smoler presented a Section 8 increase which is not the normal procedure but was a special case. The landlord didn't request a rent increase at the time of renewal of the lease but was requesting one now for the reasons that he had to deal with a lot of deficiencies, like frozen pipes that he hadn't expected. Discussion followed. Mrs. Jackson moved to deny the request for rent increase. Ms. Clauson seconded. Board was polled: 5 Ayes. MOTION CARRIED.

Ms. McEleney presented the 707 Rent Increases:

215 Fresh Pond Road-no utilities
11 Santa Maria Lane-no utilities
99 John Parker Road-no utilities
145 Central Avenue-no utilities

Mr. Glista moved to approve a 5.3% rent increase for the above properties. Mr. Haynes seconded the motion. Board was polled: 5 Ayes. MOTION CARRIED.

Ms. McEleney presented a damage claim that the Board had denied at the previous meeting. She presented the bills and stated that the maximum we pay would be \$486.00 and the landlord was requesting \$391.00. The Board had approved \$350.00 and Ms. McEleney requested them to reconsider. Ms. Clauson moved to pay \$391.00. Mrs. Jackson seconded the motion. Board was polled: 5 Ayes. MOTION CARRIED.

Ms. Clauson requested to see a monthly sheet showing expenditures against the budget. Discussion followed.

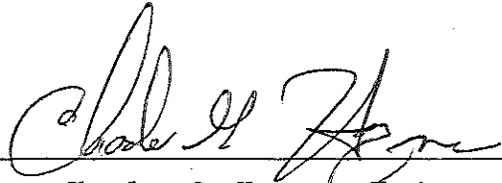
Mrs. Jackson requested that the chain of command that was talked about earlier apply also to Board members in that if there is a problem with one of the Board members, it should be dealt with within the Board. Any other person outside the Board that has a problem with one of the members, contact all Board members directly. Discussion followed.

Mr. Smoler informed the Board that the part-time student we have working with us on Wednesdays from 8:30-4:30 would be coming on the staff full-time for the summer through the program he is in now with Michael Herlihy.

Meeting adjourned.



Elliott A. Smoler, Executive Director



Charles G. Haynes, Chairman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

MAY 11, 1981

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Laura Jackson
Anthony Glista

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Jana Macedo
Frank Duffy, Esquire
Kathy Roan

ALSO PRESENT: Sarah Spencer, League of Women Voters

The Vice-Chairman called the meeting to order at 7:40

The meeting was turned over to the Secretary for the purpose of reorganization of Board members. Mr. Haynes made a motion to open nominations for Chairman. Ms. Clauson seconded. 4 Ayes, 0 Nays. MOTION CARRIED. Ms. Clauson made the motion to nominate Mrs. Jackson as Chairman. Mr. Haynes seconded. Mr. Haynes made the motion that nominations be closed. Mr. Glista seconded. 4 Ayes, 0 Nays. Mr. Haynes nominated Ms. Clauson for Vice-Chairman. Mr. Glista seconded. Mr. Haynes moved to close nominations. Mrs. Jackson moved to open nominations for Treasurer. Ms. Clauson seconded. Mr. Haynes nominated Mr. Glista for Treasurer. Ms. Clauson seconded. Mr. Haynes moved to close nominations. Mrs. Jackson seconded. 4 Ayes, 0 Nays. Mr. Glista nominated Mr. Haynes for Assistant Treasurer. Ms. Clauson seconded. Mr. Haynes moved the Secretary cast one vote to elect the slate of offices. Mrs. Jackson seconded. 4 Ayes, 0 Nays.

Laura Jackson	Chairwoman
Elizabeth Clauson	Vice-Chairwoman
Anthony Glista	Treasurer
Charles Haynes	Assistant Treasurer
Empty Chair	Assistant Secretary by default

The meeting was returned to the Chairwoman.

Ms. Clauson moved to approve the minutes at the next meeting. Mrs. Jackson seconded. Board was polled: 4 Ayes. MOTION CARRIED.

47-004: Mr. Smoler gave a summary of progress. Discussion followed related to labor and relations, union and contracts.

47-005: Ms. Clauson reviewed her meeting with the Planning Board. Three concepts were presented to the Board. No decision can be made until the traffic advisory committee makes a decision. A secondary access was discussed. A letter from Mr. Rodrigues was presented stating he refuses to sell his property in East Falmouth to us.

Mrs. Jackson moved to go back to the discussion of the bills. Mr. Glista questioned the voucher for the minutes of the meetings and questioned the need for the newspaper. Discussion followed as to Mr. Duffany's truck. Mr. Glista made a motion to pay the bills. Ms. Clauson seconded. 3 Ayes, 1 Nay. MOTION CARRIED.

Discussion followed as to Mr. Duffany's truck. Motion was made to pay him until the van came in and prorata if necessary.

Discussion followed as to Mrs. Hickey's rent adjustment. Mr. Haynes moved to abate by 25%. Mrs. Jackson seconded. 4 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney suggested Jana Macedo doing the minutes during working hours. Mr. Glista made a motion to pay \$30. per meeting and to do the minutes during working hours. Ms. Clauson seconded. 4 Ayes, 0 Nays. MOTION CARRIED.

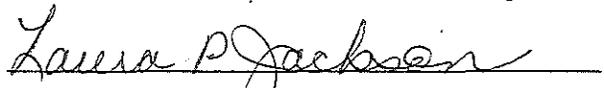
Mr. Smoler discussed side boxes for the truck. Discussion followed as to the new body and reputation of dealer. Mr. Haynes moved to buy new boxes. Mrs. Jackson seconded. 4 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson moved to go to Executive Session. The Board was polled:

Ms. Clauson 1 Aye
Mr. Glista 1 Aye
Mr. Haynes 1 Aye
Mrs. Jackson 1 Aye



Elliott A. Smoler, Executive Director



Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET
EXECUTIVE SESSION

MAY 11, 1981

MEMBERS PRESENT: Charles Haynes
Elizabeth Clauson
Laura Jackson
Anthony Glista

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

Executive Session convened 9:45 p.m.

Mrs. Jackson moved to approve the minutes of Executive Session at a later date.

Ms. McEleney discussed Mrs. Perry. Discussion followed and a decision was made to ask for an open ended lease, and she can vacate as soon as another unit is located. If Mr. Ligotti is not agreeable, we would not honor his eviction.

RENT INCREASES

149 Sandwich Road-Discussion followed as to fraud on the part of the landlord. Mrs. Jackson moved not pay the increase but to renegotiate a new lease.

63 Haddon Avenue (down)-Utilities are included-5.3%. Mr. Glista moved to pay the increase. Mr. Haynes seconded. 4 Ayes, 0 Nays.

DAMAGE CLAIMS

357 Main Street, Apt. 1 - \$265.37 for frozen pipes. Discussion followed as to when the tenant moved in and tenant responsibility. Discussion followed about insurance coverage. Ms. Clauson moved to pay this bill. Mrs. Haynes seconded.

9 Ellsworth Drive - \$2,394.93. Discussion followed as to Falmouth Housing Authority liability. Mr. Haynes moved to pay \$388. Ms. Clauson abstained, Mrs. Jackson abstained. Mr. Glista-1 Aye MOTION CARRIED.

Mr. Haynes stated he has a problem with two of our tenants receiving rental subsidy, 26 Pinecrest Beach Drive and Brick Kiln Road. It was decided to call them in for an informal hearing with the Executive Director

Mr. Duffy discussed Mr. Canty paying interest on money held in escrow. A new trustee has been appointed to the estate and Mr. Duffy suggested the Board wait awhile to make a decision. No motion made.

Mr. Smoler discussed modernization and re-construction on John Parker Road and Route 28. Discussion followed and it was decided not to forget about it but put it aside until the development in Teaticket has developed.

Mr. Smoler discussed the NAHRO meeting at the Seacrest. He asked for a count of Board members to attend Governor King's speaking engagement and dinner. Mr. Glista will attend, Mrs. Jackson will attend and Ms. Clauson will attend.

Discussion followed as to members attending a conference or at the last minute, deciding they will not go. Who is held liable. Death and illness is a legitimate reason. Mr. Haynes made the motion that 48 hour notice be given or the commissioner will be held responsible. Ms. Clauson seconded.

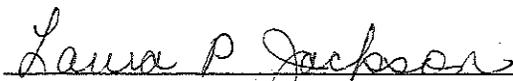
Mrs. Jackson refers to a letter from Mr. Harrington of AFSCME. Mr. Duffy stated he would feel very uneasy in dealing with negotiations as he deals with the staff on a daily basis. Mr. Smoler will be on the negotiating side of the Board. Ms. Clauson stated she would like to be also on the negotiating team. It was decided the whole Board will take part in this action. Discussion followed as to dates-June 1st, 15th and 29th.

Mr. Glista suggested meeting twice a month. Mr. Smoler suggested day meetings. Mr. Duffy suggested going directly into Executive Session.

Meeting adjourned 11:30 p.m.



Elliott A. Smoler, Executive Director



Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

JUNE 8, 1981

GENERAL SESSION

MEMBERS PRESENT: Charles Haynes
Anthony Glista
Elizabeth Clauson
Laura Jackson

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Ron Axelrod
Carol Terry
Paula Cardoza
Julia Rose

Meeting called to order at 7:37 p.m.

The minutes of the March 9, 1981 were discussed. Ms. Clauson would like to change the paragraph on the private use of authority vehicles. She would like it known that she was not the one who brought it up. After the first sentence, "There was a discussion about the private use of Falmouth Housing Authority vehicles" the phrase "as raised by Mr. Haynes" is to be added.

Mr. Haynes moved to approve the general session minutes of the March 9, 1981, meeting as corrected. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to approve the general session minutes of the March 16, 1981, as printed. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to approve the general session minutes of the April 13, 1981 meeting as printed. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

The minutes of May 11, 1981 were discussed. Concerning the leasing of Michael Duffany's truck, it was decided to correct the minutes to reflect a prorata payment rather than a bi-weely payment.

Mr. Haynes moved to approve the general session minutes of the May 11, 1981 meeting as corrected. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

47-004: Mr. Axelrod stated that he would like to discuss three items: 1. Being on the site. 2. The generator. 3. Graphics. Being on the site was brought up and it was decided to drop the issue because everyone was in agreement that the problem had been addressed and solved. The electrical subcontractor has the generator ready to be purchased at \$20,000., and he would like us to purchase it now and store it off site. Mr. Smoler suggested not purchasing it until it is on the site. Discussion followed. Mr. Haynes moved NOT to approve any off-site storage. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Axelrod explained that \$5000. has been appropriated for graphics such as wall treatments and decorations. He suggested that the Board start thinking about what to do with the money.

Mr. Smoler stated that we will soon be needing a name for the Scranton Avenue project. The Board discussed sponsoring a contest for the naming. Mr. Haynes moved to sponsor a contest on naming the new elderly development, suggestions to be in by July 31, 1981. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

47-005: The Planning Board has unofficially asked for a secondary exit. The two exits will not connect and the secondary exit will be used only for emergency vehicles. There is a lot at the end of Kathy Ann Lane under agreement. Mr. Axelrod presented preliminary plans showing the secondary access; he will make plans showing elevations from "Concept 2" in a couple of weeks. Mr. Duffy explained to the Board that we have two options: 1. We can go before the Board of Appeals for a Comprehensive Site Permit. We would only need a majority vote not a unanimous vote and there is an appeal process. 2. We can go to the Town meeting for zoning. There is no appeal process. Mr. Duffy said he was not sure if the Board of Appeals can overrule town zoning but that he would research it and get back to the Board.

689-1: Our initial sponsor has voted themselves out. We have asked to find another sponsor. The Department of Social Services is looking for a sponsor.

Handbook Committee: Ms. Clauson said she found an outline published by Byron Mathews. No Report.

Executive Director Contract: Mr. Glista moved to reject the Executive Director's Contract as presented. Ms. Clauson seconded the motion. 2 Ayes, 1 Nay: Mr. Haynes. MOTION CARRIED. Mr. Haynes suggested reviewing the present contract and writing views and submitting it to the subcommittee. It was decided that Mr. Glista and Mr. Haynes would be on the subcommittee. Then the subcommittee will negotiate the contract with Mr. Smoler and once he and the subcommittee come to an agreement, it will be presented to the whole Board for approval. The Board was in agreement.

State Appointment to the Board: Mrs. Jackson explained to the Board how she has invited three of our 705 tenants who may be considering being nominated for the appointment. If interested, their names will be submitted. The state is in favor of tenants.

ACC Amendments/Resolutions: Mr. Smoler presented a resolution for amendment to the Annual Contributions Contract for Section 8. Mr. Haynes moved to approve the resolution with amendments for Section 8. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED:

ATTACHMENT I

RESOLUTION AUTHORIZING EXECUTION OF
AMENDATORY ANNUAL CONTRIBUTIONS CONTRACT

WHEREAS, the Falmouth 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 October 20, 1975 (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 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:

1986

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.

Mr. Smoler presented a resolution for 47-4, the government wants to extend the 40 year contract to a 50 year contract. Mr. Haynes moved to approve the Resolution Authorizing Amendment to the Annual Contributions Contract for 47-4. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED:

ATTACHMENT 2
RESOLUTION AUTHORIZING AMENDMENT
TO
ANNUAL CONTRIBUTIONS CONTRACT

WHEREAS, the Falmouth Housing Authority herein called the "Local Authority" has undertaken the development and administration of low-rent housing projects with financial assistance from the United States of America (herein called the "Government") pursuant to a contract between the parties dated as of August 25, 1970 (herein called the "Annual Contributions Contract"); and WHEREAS, the Local Authority and the Government propose to enter into an agreement amending the Annual Contributions Contract as permitted by the United States Housing Act of 1937, as amended.

BE IT RESOLVED BY the Local Authority, as follows:

Section 1. The Amendment to the Annual Contributions Contract is hereby approved and accepted both as to form and substance and the proper officers of the Local Authority are hereby authorized and directed to execute said Amendment in quadruplicate on behalf of the Local Authority and to impress and attest the official seal of the Local Authority on each of said four counterparts of said Amendment.

Section 2. The appropriate officer of the Local Authority is hereby authorized and directed forthwith to forward all counterparts of said Amendment, as executed on behalf of the Local Authority 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 to in Section 1 and 2 hereof is in the Form attached hereto as "Exhibit A".

Mr. Smoler presented the Preliminary Loan Contract for 47-5. Mr. Haynes moved for Mr. Smoler and Mrs. Jackson to execute the Preliminary Loan Contract for 47-5. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED:

ATTACHMENT 3
RESOLUTION AUTHORIZING EXECUTION
OF PRELIMINARY LOAN CONTRACT AND
GENERAL DEPOSITARY AGREEMENT AND
ISSUANCE OF PRELIMINARY NOTES

WHEREAS, the Falmouth Housing Authority (herein called the "Local Authority") proposes (1) to enter into a contract (herein called the "Preliminary Loan Contract") with the United States of America (herein called the "Government") providing for financial assistance by the Government to the Local Authority under the United States Housing Act of 1937 (42 U.S.C. 1401 et seq.); (2) to enter into an agreement (herein called the "General Depositary Agreement") with

and with

(each of) which is a member of the Federal Deposite Insurance Corporation and is herein called the "Bank"); and (3) to authorize the issuance of its notes as evidence of advances to be made by the Government to the Local Authority pursuant to the Preliminary Loan Contract.

BE IT RESOLVED BY THE LCOAL AUTHORITY, AS FOLLOWS:

1087

Section 1.

The Preliminary Loan Contract in substantially the form of HUD-52480 hereto attached and marked "Exhibit A" is hereby approved and accepted both as to form and substance and the Chairman or Vice-Chairman is hereby authorized and directed to execute said Contract in quadruplicate on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority on each such counterpart and to forward said executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 2.

The General Depositary Agreement in substantially the form of agreement hereto attached and marked "Exhibit B" is hereby approved and accepted both as to form and substance and the Chairman or Vice-Chairman is hereby authorized and directed to execute said Agreement in quintuplicate on behalf of the Local Authority, and the Secretary is hereby authorized and directed to impress and attest the official seal of the Local Authority to each such counterpart, and to forward three executed counterparts thereof to the Government, together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

Section 3.

The Chairman or Vice-Chairman or the Secretary is hereby authorized to file with the Government from time to time as monies are required, requisitions together with the necessary supporting documents requesting advances to be made on account of the loan provided in the Preliminary Loan Contract, and the proper officers of the Local Authority shall prepare, execute, and deliver to the Government Preliminary Notes hereinafter authorized and shall accept payment therefore from the Government in cash and/or exchange for other notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Preliminary Notes shall be deposited and disbursed only in accordance with the provisions of the Preliminary Loan Contract.

Section 4.

(A) In order to evidence advances made by the Government pursuant to Preliminary Loan Contract and to refund, renew, extend, or substitute for any Preliminary Notes by this Resolution authorized to be issued (or any Preliminary Notes by any other resolution authorized to be issued which are outstanding, or on deposit for delivery pending payment therefore, as of the date this Resolution becomes effective), or for any Project Notes issued by the Local Authority there are hereby authorized to be issued, from time to time, Preliminary Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other resolution authorizing the issuance of Preliminary Notes) equal to the aggregate Estimated Cost of Preliminary Surveys and Planning specified in said Preliminary Loan Contract.

(B) Each Preliminary Note shall bear interest, and shall be payable, in form and manner as prescribed by the Preliminary Loan Contract and this Resolution; shall be signed in the name of the Local Authority by the Chairman or Vice-Chairman; and shall have the official seal of the Local Authority impressed thereon attested by the Secretary; and shall otherwise be in substantially the form of note hereto attached and marked "Exhibit C".

(C) Each Preliminary Note shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest on such Notes.

(D) As additional security for the equal and ratable payment of the principal of and interest on all Preliminary Notes issued pursuant to this Resolution the Local Authority, to the fullest extent permitted by the laws of the State, hereby pledges, mortgages, conveys, and grants, unto the Government (or any successor to its powers, functions, and duties), all the real and tangible personal property wheresoever situated which it has acquired or may hereafter acquire in connection with or relating to the low-rent housing undertaken pursuant to the Preliminary Loan Contract. If the preceding sentence shall be adjudged by a court of competent jurisdiction to be invalid or ineffective it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgment shall not impair or invalidate the obligation of the Local Authority to pay the principal of and interest on each Note from other funds of the Local Authority as herein provided..

Section 5.

Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

- (1) The term "Resolution" shall mean this Resolution.
- (2) All other terms used in this Resolution and which are defined in the Preliminary Loan Contract shall have the respective meanings ascribed thereto in the Preliminary Loan Contract.

1988
Section 6.

All resolutions or parts of resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Preliminary Notes (sometimes called "Preliminary Loan Notes") pursuant to the Preliminary Loan Contract are hereby repealed: Provided, however, That such repeal shall in no way affect the validity of Preliminary Notes or Preliminary Loan Notes issued pursuant to said resolutions which are outstanding or on deposit for delivery pending payment therefore on the date this Resolution becomes effective.

Section 7.

This Resolution shall take effect immediately.

Mr. Smoler explained that our 5-year contract for the 707 program is up. Mr. Haynes moved to approve another 5-year contract with the state for Chapter 707. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler mentioned to the Board that the office stationery needs to be revised. He suggested leaving off the names of the Board members to eliminate the constant changing of the stationery. Ms. Clauson moved to authorize coming up with new ideas for the stationery. Mr. Haynes seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

AFSCME: Mr. Smoler stated that DCA has new guidelines for negotiating a contract which calls for a preliminary meeting with the state. Mr. Smoler stated that we are to send one representative to the meeting. June 29, 1981, AFSCME will be coming down to begin negotiations. The Board discussed hiring a lawyer to help them with the negotiations. Mr. Smoler stated that there is no money for a lawyer. Discussion followed about who was to go to the meeting. It was decided that Mr. Smoler and one or two of the Board members would go. The Board was in agreement. Ms. Clauson left during discussion.

Ms. McEleney informed the Board that in the personnel policy under funeral leave for immediate family, grandparents were left out. She asked if grandparents could be included in the immediate family. The Board was in agreement.

Ms. McEleney presented a request for a reclassification of a position. She would like to reclassify the Secretary/Receptionist from a Grade 2 Step 2 to a Grade 3 Step 1. Discussion followed. Mr. Glista moved to approve said reclassification to be effective on July 1, 1981. Mr. Haynes seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

The Chairwoman stated that we will now convene Executive Session and will not reconvene General Session. The Board was polled: Mr. Glista, Aye. Mr. Haynes, Aye. Mrs. Jackson-Aye.

10:45 p.m.



Elliott A. Smoler, Executive Director



Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JUNE 8, 1981

MEMBERS PRESENT: Charles Haynes
Anthony Glista
Laura Jackson

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

Ms. McEleney presented 707 rent increase requests:

43B Glenwood Place, utilities included
2 Bauer Lane, no utilities included
100 Maravista Avenue, no utilities included
6 Loden Green Drive, no utilities included
59 Davis Straits, utilities included
15A Davisville Road, no utilities included
24 Main Street, Rear, no utilities included

Mr. Glista moved to approve a 5.3% increase for the properties with no utilities included and an 8% increase for the properties with utilities included. Mr. Haynes seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney informed the Board that a grievance hearing has been requested. Mr. Smoler would like suggestions within 10 days for this one-person panel.

Ms. McEleney presented a 707 damage claim for 96 King Street, Apartment 2 for \$95.16. The tenants were advised to attend this meeting to dispute the claim. Mr. Haynes moved to pay \$95.16 in damages. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney explained that the next damage claim is both Section 8 and 707. There are two apartments in the house and the upstairs tenant still lives there. There was a broken door in the basement and neither tenant claimed responsibility so it was to be split in half. There was an informal hearing and the upstairs tenant did not attend but the downstairs tenant did. The total bill for upstairs is \$25.49 and the total bill for the downstairs is \$45.80, a grand total of \$71.29. The property is 204 Trotting Park Road, UP and DOWN. Mr. Haynes moved to pay \$71.29 for damages. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

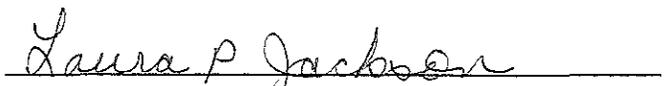
Ms. McEleney presented a Section 8 damage claim for one month's rent at \$233. and two storm doors at \$212., a total of \$435. This amount falls within our liability. The property is 10 Acapesket Road. The tenant was advised to attend the meeting to dispute the claim. Mr. Haynes moved to pay \$435. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to approve the executive session minutes of March 9, March 16, April 13 and May 11, 1981 as printed. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Meeting adjourned 11:08 p.m.



Elliott A. Smoler, Executive Director



Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

JULY 13, 1981

346 GIFFORD STREET

GENERAL SESSION

MEMBERS PRESENT: Elizabeth Clauson
Anthony Glista
Charles Haynes
Laura Jackson

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Marjorie Belisle
Ashumet Valley Property Owners Association

Meeting called to order at 7:32 p.m.

Mr. Haynes moved to approve the general session minutes of June 8, 1981 meeting as printed. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

The Chairperson then moved that we now go into executive session for the purpose of hearing tenant/landlord complaints and that we would reconvene general session. The Board was polled: Ms. Clauson-Aye, Mr. Haynes-Aye, Mr. Glista-Aye, Mrs. Jackson-Aye. 7:34 p.m.

9:35 p.m. reconvene general session.

Mr. Haynes moved to pay the bills. Ms. Clauson seconded the motion. 2 Ayes, 0 Nays. 1 Abstain--Mr. Glista. MOTION CARRIED.

004: Mr. Smoler informed the Board that it is progressing. Steel studding is now being done. The first floor concrete is poured and the concrete should be done in about two weeks. The mason strike is delaying the office, it is at a standstill.

Mr. Smoler told the Board that the office we are now in was flooded and rugs have to be replaced, we are going to try to withhold a month's rent for the inconvenience.

005: Ms. Clauson recommends that we go with filing the Comprehensive Site Permit. Mr. Duffy stated that he has spoken with Mr. Farrell about them representing the Town and the Authority, and that they have decided not to represent either in this matter. Mr. Duffy thinks that things will go smoothly. Mr. Haynes moved to proceed with the Comprehensive Site Permit. Ms. Clauson seconded the motion. The Board was polled: Ms. Clauson-Aye, Mr. Haynes-Aye, Mrs. Jackson-Aye, Mr. Glista-Abstain. MOTION CARRIED.

ACC Addendum, amendment to 004: Mr. Haynes moved to approve the amendment to 004 deleting the maximum interest percentage. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Budget Review: Ms. Clauson moved to approve the budgets for submission. Mr. Haynes seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Conley has a maintenance request. He would like to purchase two 40 foot wooden ladders, two mowers and miscellaneous tools. Mr. Haynes moved to expend not more than \$1000.00. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista moved to have the monthly meetings twice a month instead of one. No second.

Mr. Smoler stated that we have received two names for the new Scranton Avenue project. It was decided to have Mr. Smoler submit press releases to the papers for suggestions with a deadline of August 7, 1981.

Meeting adjourned 10:40 p.m.



Elliott A. Smoler, Executive Director



Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

JULY 13, 1981

MEMBERS PRESENT: Elizabeth Clauson
Anthony Glista
Charles Haynes
Laura Jackson

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Margery Belisle
Ashumet Valley Property Owners Association

7:34 convene executive session

Ms. McEleney introduced Margery Belisle. She was in a 707 rental subsidy unit and got ill and went into the hospital. Her daughter informed the office that she would not be returning, so her lease was terminated. When she returned, she wanted her funding so Ms. McEleney was going to issue her a certificate but she never picked it up. There was a damage claim submitted by the owner. We wrote to the tenant giving her a chance to dispute the claim, received no response, and paid the claim. Now she owes the Authority \$391.00. What she is requesting of the Board is to re-issue her a Certificate for her to locate another unit so that she will have the money to pay back the claim she owes us. Mr. Haynes asked why she did not respond to the letter. She replied that she never received it because she was in the hospital. She stated that at present she does not have any income but has some prospective job positions. A friend is lending her the money to pay her rent now. No job prospect is definite. Mrs. Jackson informed Mrs. Belisle that the Board would take it under advisement and get back to her.

The Ashumet Valley Property Owners Association has come before the Board to lodge complaints against Eileen Floyd, 91 Fordham Road. They have a petition with approximately 60 names on it. Numerous people spoke and their complaints were: there is another family living there and other people at times, there have been 12 to 15 more burglaries in the neighborhood, vulgar language, firecrackers, a noise problem, nuisance to the neighborhood, the condition of the house and property are a mess and her children have threatened other children in the neighborhood. The Association would like to know what the Authority is going to do about it. Ms. McEleney explained the procedure which we must follow in order to terminate the lease and that it may take months if she appeals the decision and follows everything properly. Ms. Clauson informed the Association that they have taken the first step and that it was now our turn to do something. Much discussion followed and the Board thanked the Association for coming in.

Mr. Smoler informed the Board that we have begun the process of terminating her lease.

Belisle Decision: The present policy of the Board is that if someone owes money, they do not get issued a Certificate unless the money is paid back first. Mr. Glista moved to re-issue her a Certificate. Mr. Haynes seconded the motion. 1 Aye, 2 Nays. MOTION DENIED. Mr. Haynes moved that at such time when Mrs. Belisle can show income, we will re-issue her a Certificate. Mr. Glista seconded the motion. Discussion followed and Mr. Haynes withdrew his motion. Ms. Clauson moved that until Mrs. Belisle can make restitution, we can not issue her a Certificate. Mr. Haynes seconded the motion. 2 Ayes, 0 Nays, 1 Abstain--Mr. Glista. MOTION CARRIED.

Floyd Decision: Mr. Smoler told the Board that he and Ms. McEleney held an informal conference with Ms. Floyd this morning. The issues addressed were other people living in the household, the messiness, and her having a dog. She said that no other people were living there except that her sister's children were staying with her until such time as her sister could locate housing, she stated that her sister was living with their mother. She stated that she did have a dog but that she was only watching it for someone and she no longer had it. Mr. Conley read the report with the results from the inspection conducted at the house on May 21, 1981. Mr. Conley stated that there was no physical damage to the property except a torn rug in the kitchen, it's just dirty. Mr. Smoler informed the Board that management is beginning the eviction proceedings.

Ms. McEleney presented the 707 rent increase requests:

- 14 Amvets Avenue - no utilities included
- 84 Gifford Street - no utilities included
- 43A Walker Street - utilities included
- 47 Heritage Circle - no utilities included
- 23 Deepwood Road - no utilities included

Mr. Haynes moved to grant a 5.3% increase to the owners who do not pay utilities and an 8% increase for the owners who pay utilities. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented a request to the Board to have the old system of rent increase used. She explained that by not presenting the rent increase until all repairs had been completed, is creating problems and more correspondence. She further explained that a landlord with outstanding repairs will not receive the increase until the repairs have been completed regardless of whether it has been presented to the Board. Discussion followed and the Board was in agreement to going back to the old system.

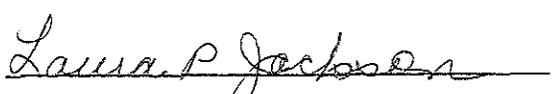
Mr. Haynes moved to approve the executive session minutes of the meeting of June 8, 1981, as printed. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler explained that the executive session minutes of the January 12, 1981 meeting were never approved. Mr. Haynes moved to approve the executive session minutes of the meeting of January 12, 1981, as printed. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

The Chairperson then stated that we would now reconvene general session and would not reconvene executive session. The Board was polled: Mr. Glista-Aye, Mr. Haynes-Aye, Ms. Clauson-Aye, Mrs. Jackson-Aye.

Reconvene general session 9:30 p.m.


Elliott A. Smoler, Executive Director


Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

AUGUST 10, 1981

GENERAL SESSION

MEMBERS PRESENT: Laura Jackson
Charles Haynes
Anthony Glista

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

The meeting was called to order at 7:40 P.M.

Mr. Haynes moved to approve the minutes of the July 13, 1981 meeting as printed. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes moved to table the bills. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

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The chairperson stated that we will now convene executive session for the purpose of tenant/landlord complaints and stated that we will reconvene general session. The Board was polled: Mr. Glista - Aye, Mr. Haynes - Aye, Mrs. Jackson - Aye.

9:30 p.m. Reconvene general session.

There was discussion about the bills and Mr. Haynes moved to pay the bills. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

47-4: The masons have been back to work for a week and two days. They have completed bricking the office building and are now working on the main building. The contractor has requested a 91-day extension on the contract because of the mason strike. No decision has been made.

47-5: We are going ahead with the Comprehensive Site Permit. No major changes.

Fuel Oil Bids: Loud Fuel Company--.08 Margin, Hubbard Oil Company--.049 Margin, Fred O. Earle--.161 Margin-Discount, Falmouth Coal Company--1 & 3--10¢ discount; 2--17¢ discount, PS Ideal Fuel--.03 Margin, Blue Flame Oil--.0380 Margin. PS Ideal Fuel has a 3¢ over tank car price. Mr. Haynes moved to award the contract to PS Ideal Fuel. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler stated that Neil Bennett, who abutts 667 would like us to support his request for rezoning his property. Mr. Haynes moved that we have no objections to rezoning his property. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Mr. Conley informed the Board that one of our 705 tenants just up and vacated and we have changed the locks and notified her next of kin. The house is over 20 years old and needs a new roof. He would like approval to re-roof the house while we still have the two CETA workers, they are leaving in two weeks. Mr. Haynes moved the authorization of the re-roofing of Sao Paulo to be done in-house. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

The naming of the Scranton Avenue project. The Board was presented a list of acceptable suggestions, and a list of not so acceptable suggestions. Discussion followed and it was decided to name it Harbor View Apartments. There was more than one winner and all will be invited to the dedication ceremony.

Meeting adjourned 10:15 p.m.

Elliott A. Smoler, Executive Director


Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

AUGUST 10, 1981

MEMBERS PRESENT: Laura Jackson
Charles Haynes
Anthony Glista

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Margaret Somers
Michael Somers
Mr. Lenos & Daughter
Cecille Hochman
Mrs. Thomas Fisher & Mother

7:41 p.m.

Ms. McEleney introduced Mr. & Mrs. Lenos to the Board. He applied for a one bedroom subsidy on December 17, 1980 and on July 13, 1981, he was sent a letter requesting him to call and schedule an appointment for an interview. He was given 10 days, standard procedure. He did not respond within the 10 days and was inactivated on July 24th, then came into the office on July 27th. He wished to appeal the decision to inactivate him. He stated that he was visiting his son and was away for about 19 days. He has two sisters living with him temporarily but they do not open his mail. Discussion followed and Mrs. Jackson informed Mr. Lenos that the Board would take it under advisement and get back to him. Ms. McEleney informed the Board that there is only seven or eight people on the waiting list and that it would not take him long to reach the top again. Considering that, Mr. Haynes moved to adhere to the policy and no re-activate him. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

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A damage claim has been submitted for the house that Mrs. Margaret Somers occupied for approximately 16 years. Before she went on the program, she owned the house, then she went through a divorce and the seller bought the house back; and the tenant went on the Section 8 program. The damage claim amount is \$1,950. and is only a partial list. Mrs. Somers' son explained that a lot of the items on the list were there when he purchased the house and that the house was not finished upstairs when he first sold it to them and it was finished when he purchased it back. A lot of other items were wear and tear through the years. More discussion followed and Mrs. Jackson informed the Somers that the Board would take it under advisement and get back to them. Mrs. Jackson stated that she recommends that they disallow the damage claim and only pay the \$62. owed for rent arrearage. Mrs. Jackson so moved to disallow the claim of \$1950. and only pay the \$62. rent arrears. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. 1-Abstain-Mr. Haynes. MOTION CARRIED.

Ms. McEleney introduced Cecille Hochman. She recently applied for the 707 program and is on the waiting list. She is requesting the Board to grant an exceptional case and move her to the top of the list. She is staying with some friends temporarily. She feels that her Constitutional rights have been violated because she does not have housing. She would like the Board to open up all vacant government-owned buildings to house the people who have no place to live. Discussion followed and Ms. Hochman went on reading excerpts from the Amendments. She wants to be housed tonight. Mrs. Jackson informed Ms. Hochman that the Board would take her request under advisement and get back to her by mail. She will not be housed tonight. Discussion followed and Mr. Glista moved to deny her request. Mr. Haynes seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

A request from a landlord has been received to evict his tenant. Under the Section 8 program, we have the choice of responding to his request within 20 days or letting it ride on its own merits. Mr. Duffy stated that we usually let requests for eviction ride on their own merits except for non-payment of rent. This is not non-payment. It was decided to let it ride on its merits.

Ms. McEleney presented 707 rent increase requests:

- 6 Leonard Drive, no utilities
- 98 Twin Hill Road, no utilities
- 10 Muriel Lane, no utilities
- 18 St. Anthony's Lane, no utilities
- 465 Acapesket Road, all utilities included
- 300 Trotting Park Road, no utilities

Mr. Haynes moved to grant 5.3% to the landlords who do not provide utilities and an 8% increase to the landlord who does provide utilities. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

A while back, Mrs. Ruth Boston, a 705 tenant, requested permission to install a wood burning stove. She wrote to Mr. Pyne, Director of the Bureau of Housing Development, and he replied no. Then the state management representative, Laura Carreiro, was asked and she stated that it would not affect the insurance and that it was up to the Board to make the determination. The safety factor was discussed, burning of materials other than wood, not using dry, seasoned wood, etc. and the possibility of damage caused to the rugs or smoke damage, and the restoring of the property when the tenant vacates. Discussion followed and Mr. Haynes moved to deny Mrs. Boston's request for a wood burning stove. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED. Mr. Glista would like the letter to the tenant to state the reasons why.

Mr. Smoler stated that we have two people who requested grievance hearings. Charles Montgomery, M.D., has agreed to be the grievance officer.

Mr. Smoler stated that a landlord has requested the Board to reconsider their previous decision denying a damage claim for \$567.78 in full before he proceeds with legal action. The Board discussed it and since no further evidence has been presented, they are adhering to the decision to deny the claim in full.

Ms. McEleney briefed the Board on Mrs. Fisher's case. She is presently on the Section 8 rental subsidy program in a four bedroom rental. Her children have been taken away and the state now has custody. Her present lease has been properly terminated. Since they no longer have the children, they are no longer entitled to a four bedroom subsidy. The utilities have been shut off because the bills have not been paid and they are not living in the house. Because they violated their lease, they have been informed that not only are they being denied a four bedroom subsidy because of the children, but they are being denied a one bedroom certificate due to the direct violations in their lease. She is here to appeal that decision. Mrs. Fisher stated that without a four bedroom subsidy, she will have no chance to win the appeal scheduled for October to get her children back. The rent has not been paid since January when the AFDC (Welfare) has been taken away, \$12. per month. Mrs. Fisher is requesting the Board to issue her a four bedroom certificate. The Board thanked Mrs. Fisher for coming and informed her that they would take it under advisement and get back to her. Discussion followed and because of the non-payment of rent, and the utilities being shut off and the children not with them, Mr. Haynes moved to deny her request to overrule management's decision. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

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Mr. Haynes moved to approve the July 13, 1981 executive session minutes as printed. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista would like to be updated on the progress and status of the matters discussed in executive session. Mr. Smoler stated that we can do it one of two ways: in the form of a status report or as the items are resolved. It was decided to be updated with a status report.

The Chairperson then stated that we would now reconvene general session and would not reconvene executive session.

9:30 p.m.

Elliott A. Smoler, Executive Director

Laura P. Jackson
Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET

SEPTEMBER 14, 1981

GENERAL SESSION

MEMBERS PRESENT: Laura Jackson
Elizabeth Clauson
Charles Haynes

STAFF PRESENT: Elliott Smoler
James Conley
Ellen McEleney
Frank Duffy, Esquire

ALSO PRESENT: Richard Kinchla
Barbara Cahoon
Margaret & Michael Somers
Dennis Petroskey, Falmouth Enterprise
Chris Luke, WCIB

The meeting was called to order at 7:40 p.m.

The minutes of the meeting of August 10, 1981 were corrected as follows: Neil Bennett abutted the 667-3 project, not 47-005. And, in regards to the fuel oil bids—the price was 3¢ over tank car price not card price. Mr. Haynes moved the minutes of the August 10, 1981 meeting as corrected. B.J. Clauson seconded. All in favor. So Voted. 3 Ayes, 0 Nays.

Mrs. Jackson then stated that the Board would now go into executive session for the purpose of hearing tenant/landlord complaints and would reconvene general session. B.J. Clauson-Aye, Charles Haynes-Aye, Mrs. Jackson-Aye. 7:45 p.m.

General Session reconvened at 8:55 p.m.

Mr. Smoler reported that the building on 47-4 was proceeding. Hopefully, the windows were started today. There has been a problem with the utility company which was resolved. The gas company wants a deposit. The telephone has decided that they will prewire the building. Electricity has been installed in the south wing. The rough plumbing is done. Rough heating work has been completed. The heavy equipment is back on the site. It is important to relocate our office by the end of November to the new site. Parking is a problem. Apartments may be ready by the end of February.

Mr. Smoler reported on 47-5. We received the zoning variance at Town Meeting. Test Borings will be done this week. Another meeting has been planned with the Planning Board for site approval. Ron will be down with the designs.

Mr. Haynes asked about the status of the Executive Director contract. After discussion, Ms. Clauson asked that the matter be tabled for disposition next month when a full Board will be present.

Mr. Haynes stated that he would not be able to attend the National NAHRO conference in Colorado due to health. Mrs. Jackson will take his place.

There were a few questions on the bills. Mr. Haynes moved the bills for payment. Ms. Clauson seconded. All in favor. So voted. 3 Ayes, 0 Nays.

A discussion followed about payment of bills. If we have an early meeting, some bills are being held for next meeting and we are receiving dunning notices. Mr. Haynes felt that normal bills should be paid if not outrageous. Mr. Smoler mentioned that there was a procedure change in house whereby he will be initialing all bills for payment. Mr. Sewell and Elliott will initial bills for 47-4 such as testing bills, etc. Will be discussed again next month for formal policy.

Mr. Conley discussed a new state application whereby a license is required to take out a building permit. A fee of \$150.00 has been set for a person to obtain this license. Currently, Mike Duffany has the required amount of time to be grandfathered. Mr. Haynes moved to pay \$150.00 for the license. Ms. Clauson seconded. All in favor. So Voted. 3 Ayes, 0 Nays.

Mr. Conley discussed the possibility of taking an appliance repair course (correspondence course). His G.I. bill will pick up 70 and 75% of the cost of the course. Would the Board agree to pick up the balance of the cost? Board will take under advisement and consider the matter.

Meeting adjourned at 9:30 p.m.

Elliott A. Smoler, Executive Director

Laura P. Jackson
Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY EXECUTIVE SESSION SEPTEMBER 14, 1981

BOARD PRESENT: Laura Jackson
Charles Haynes
B.J. Clauson

STAFF PRESENT: Elliott Smoler
Jim Conley
Ellen McEleney
Frank Duffy, Esquire

ALSO PRESENT: Richard Kinchla
Barbara Cahoon
Margaret & Michael Somers

Mr. Kinchla is appealing the Board's decision not to pay a damage claim for Mrs. Cahoon's rental unit dating from September 8, 1980. Mr. Kinchla maintains that Mrs. Cahoon should have notified him about the problem with the bathroom floor rather than just remove the floor herself. There were broken windows and screens, kitchen cabinet door knobs (14 missing), four doors were damaged with holes (they've been patched for now, but Mr. Kinchla feels that he is entitled to four new doors). Mrs. Cahoon stated that the cellar windows were vandalized, but she did state that her little boy damaged the screens, walls and doors. She stated that she had tried to buy the kitchen cabinet knobs a few at a time, Mrs. Cahoon also mentioned a water problem in the basement which she feels is coming from the bathroom area and that is why the floor got ruined. Mr. Conley's inspection report from that period in time verified the conditions as stated. This year's inspection has been conducted and there is further damage. Mr. Haynes stated that he would abstain from voting. This year's damage includes: 2 glass panes missing, soap dish missing, storm glass missing, etc. Mrs. Cahoon stated that rocks were thrown (vandalism), the soap dish had been like that for five years and the cracked glass has been like that for five years. Mrs. Cahoon also asked to be reimbursed for at least one application of paint as she has done all her own painting in all the time she has lived in the house. The Board thanked Mr. Kinchla and Mrs. Cahoon for coming in and stated that they would take the matter under advisement.

The Board then listened to the damage claim presentation from Mr. Kinchla in regards to Mrs. Somers. Mr. Kinchla's first bill was for \$1,900. approximately, but stated that this was just a partial claim as he was aware that we would only pay two months rent. The actual cost to repair the property was well over \$3,000. It was discussed that the property had been rented through the program from 1976 to 1981, but that the tenant had resided there for at least 16 years. They were the original owners of the property. In November of 1980, the front door was damaged. A letter was sent to the tenant stating that she would be responsible for the door as no verification from the police department could be attained that it was vandalism. The formica counter in the kitchen had holes, was burnt and cracked, bathroom tiles were missing, multi-pane glass was broken, etc. At this point, there was a discussion as to the total amount of the bill. Ms. Clauson was reviewing the original claim, but Mr. Kinchla had a revised bill. Mr. Kinchla said to Ms. Clauson, "Why don't you listen to what I am saying instead of reading through that? You should read through that some other time. I would hope that the Board would listen to what I am saying". Ms. Clauson tossed the claim into the middle of the table and said "Go ahead". Mr. Kinchla said "I wonder if Ms. Clauson should disqualify herself after that expression here". Ms. Clauson

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said, "Mr. Kinchla, I wasn't even here to hear the initial. I have to go back over old things to find out what's going on". Mr. Kinchla said, "But, you could listen to what we are saying here". Ms. Clauson said, "I am listening". Mr. Kinchla said, "Let the record show that she tossed that back on the table in a disgusted move". Ms. Clauson said, "You couldn't even see my face". Mr. Kinchla said, "Actions speak louder than words, Ms. Clauson". At this point, Mrs. Jackson said that the Board was not there to listen to Mr. Kinchla and Ms. Clauson do battle. Mr. Kinchla stated that he felt he was being given unfair treatment. He asked whether Ms. Clauson could rule on this issue. Ms. Clauson stated that she was planning on abstaining anyway because she was not here to listen to the prior meeting. Mr. Kinchla stated that he should have received his payment within thirty days and that his attorney states that since there was no hearing within the thirty days, he is entitled to full reimbursement. Since the two voting members were abstaining, the matter was tabled to the October meeting when a quorum would be present.

Ms. McEleney presented the following 707 rent increase requests;

113 Seacoast Blvd. - no utilities included
35 Wright Way - no utilities included
365 Sandwich Road - no utilities included
8 Santa Marie Lane - no utilities included
22 Nye Road - no utilities included
78 Maravista Ave. - no utilities included

Mr. Haynes moved to approve a 5.3% increase for the above properties. Ms. Clauson seconded. All in favor. So Voted. 3 Ayes, 0 Nays.

Another 707 rent request was presented for Lot #1 Dodson Way. Ms. McEleney explained that the lease had been terminated by the tenant last year; however, the tenant has not been able to locate other housing. She is not interested in renewing the lease. There are repairs to be done. The Board voted not to grant this request.

The Cahoon damage claim was discussed. The Board felt that Mrs. Cahoon had admitted fault in enough of the damage claim to pay the bill of \$567.78 less \$40. for the repair of the four doors. Mr. Haynes took over the chair at this point for the purpose of the vote. Ms. Clauson made the motion to pay the adjusted bill. Mrs. Jackson seconded. 2 Ayes, 1 Abstain. MOTION CARRIED.

The Chair was returned to Mrs. Jackson

She then stated that general session would now reconvene and that we would not reconvene Executive Session. Ms. Clauson-Aye, Mr. Haynes-Aye, Mrs. Jackson-Aye.

Time: 8:55 p.m.

Elliott A. Smoler, Executive Director


Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET
GENERAL SESSION

OCTOBER 19, 1981

MEMBERS PRESENT: Elizabeth Clauson
Anthony Glista
Charles Haynes
Laura Jackson

STAFF PRESENT: Elliott Smoler
Richard Kinchla
Richard Kinchla, Jr.
Margaret Somers
Michael Somers
David York
Susan York

Meeting called to order at 7:39 p.m.

Mr. Haynes made a motion to table the minutes of the September 14, 1981 meeting until next month. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista then moved to go into Executive Session for the purpose of hearing tenant/landlord complaints and that we would reconvene General Session. Mr. Haynes seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED. 7:40p.m.

8:51 reconvene General Session.

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Mr. Glista made a motion that Mr. Smoler initial all bills to show that he had seen them. Mr. Haynes seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson made a motion that the bills be paid. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Old Business:

47-004: Paintings: Mr. Axelrod stated that there was a \$5,000. graphics budget. The project is nearing somewhat completion. Mr. Axelrod suggested that we get some Falmouth residents involved to do a series of pencil or water color sketches for the new project. Mr. Smoler suggested we contact the Artist's Guild to see if anyone is interested in doing some sketches. Mrs. Jackson and Mr. Glista volunteered to find some people around town to do some sketches. Mr. Axelrod also volunteered.

Dedication Plaque: Mr. Axelrod suggested that we use what's on the construction sign. Mr. Axelrod will find out what's supposed to be on the plaque and bring it before the Board for their approval.

Ms. Clauson asked when we would be moving. Mr. Axelrod stated that they are pushing for the November 1, 1981 deadline. Mr. Smoler asked who is going to do the moving. He is going to solicit a moving company to do it.

Dedication Ceremony: Mr. Smoler stated that the ceremony will take place on the Saturday before Memorial Day, 1982.

47-005: Mr. Axelrod introduced the plans which everyone looked over. Discussion followed. Mr. Axelrod will come back with a new unit plan and a new community room plan.

The following resolution was introduced by Elliott Smoler, read in full, and considered:

RESOLUTION ADOPTING THE DEVELOPMENT PROGRAM FOR MASS. 047-005:

WHEREAS, the Falmouth Housing Authority has discussed, and agreed upon, the basic elements of its proposed 83-unit elderly project on Teaticket Highway (Mass. 047-005); and

WHEREAS, the proposed Development Program includes estimated total development costs which do not exceed the loan funds reserved by HUD for this project and

WHEREAS, the Falmouth Housing Authority has the administrative capacity to carry out this project;

NOW, THEREFORE, be it resolved by the Board of Directors of the Falmouth Housing Authority that the Development Program being submitted to HUD is adopted.

Mr. Haynes moved that the foregoing resolution be adopted as introduced and as read, which motion was seconded by Ms. Clauson and upon roll call the "Ayes" and "Nays" were as follows:

AYES

NAYS

Charles G. Haynes
Laura P. Jackson
Anthony Glista
Elizabeth J. Clauson

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

Executive Director's Contract: Contract was moved for disposition to this month. Mr. Glista made a motion that we postpone the agreement on the contract until Mr. Glista can look it over. No second. No vote. Mr. Haynes made the motion that the contract be approved and accepted as is. Ms. Clauson seconded the motion. Ms. Clauson-Aye; Mr. Haynes-Aye; Mr. Glista-Nay. MOTION CARRIED by a quorum.

Office Equipment: Looked over plans. At this point, Mr. Glista left the meeting (10:40 p.m.). Mr. Smoler asked for authorization to put out for public bids. He would like to advertise in the Falmouth Enterprise, The Cape Cod Times, and the Boston Globe. Mr. Haynes made the motion to authorize Mr. Smoler to advertise for bids for office furnishings. Ms. Clauson seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED.

Mr. Haynes would like to ask for special gifts donated through service organizations for 47-004. Mr. Haynes volunteered for committee.

Maintenance Equipment: Mr. Conley handed lists of equipment desired to all Board members. \$8,000.-\$10,000. was allocated for equipment. Mr. Smoler asked for authorization to draw up formal specifications and proceed with the bidding process.

Ms. McEleney brought up the matter of a wish list for the office. The Board said it would be alright if the office staff wanted to get together and draw up a list and submit it to the Board.

Petition for 667-2 Tenants: Tenants are asking for UHF television. Right now, they only get three (3) channels. Petition submitted and read by Mr. Smoler. Tabled for next meeting in order to get some figures.

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Mr. Haynes made a motion that we adjourn the meeting. Ms. Clauson seconded the motion.
2 Ayes, 0 Nays. MOTION CARRIED.

Meeting adjourned 11:00 p.m.

Elliott A. Smoler, Executive Director

Laura P. Jackson
Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

OCTOBER 19, 1981

MEMBERS PRESENT: Elizabeth Clauson
Anthony Glista
Charles Haynes
Laura Jackson

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Ronald Axelrod, Architect
Richard Kinchla
Richard Kinchla, Jr.
Margaret Somers
Michael Somers
David York
Susan York

7:40 convene Executive Session

Kinchla - Somers Section 8 Damage Claim

Ms. Clauson abstained and left room. Mr. Haynes abstained and took over the chair for the purpose of this particular meeting. Mr. Glista and Mrs. Jackson were the only two voting members. This hearing was tabled last month due to a lack of voting members. Mr. Smoler submitted bills to members to look over. Mr. Smoler read revised bill which totalled \$2,247.40. The first bill totalled approximately \$1,900. Mr. Smoler read a list of damages. It was discussed at length by Mr. Kinchla, Mrs. Somers, and the members of the Board. Mr. Haynes stated that the Board would take the matter under advisement and let them know what their decision would be.

Mrs. Jackson made a motion that the Board award Mr. Kinchla \$486. in damages, and \$62. in rent for a total of \$548. The Board felt that the \$486 was sufficient to cover the cost of the broken front door and several broken windows, and also, the burn in the formica. Mr. Glista seconded the motion. 2 Ayes, 0 Nays. MOTION CARRIED. 2 Abstains - Ms. Clauson and Mr. Haynes.

Ms. McEleney introduced David & Susan York. They occupied an apartment at the house at 266 Palmer Avenue for a period of time in excess of two years. Their landlord terminated the lease because he wanted his daughter to live there. After the unit was inspected by the landlord, he submitted a damage claim in the amount of \$31. in rent and \$147.66 in damages. He also stated that there was a television antenna amplifier removed from the premises (\$45.). Mr. York stated that he had unplugged the antenna because it was not working and left it in the cellar. Mr. York stated that he took out the lightbulbs in the halls because they were all tied in with his electric bill. The stove was 15 years old and the landlord was told to replace it. The control knob fell off and cracked. The Yorks stated that they wished to deny all claims. The landlord has their security deposit in the amount of \$106. There are court costs in the amount of \$54.16. Mrs. Jackson stated that the Board would discuss the case and advise them of their decision.

Mr. Haynes made a motion that all the claims be denied. Mr. Glista seconded the motion. Ms. McEleney brought up the matter of the court fees and the unpaid rent. A motion was made that the York's owed for the rent (\$31.) and the court fees (\$54.16). The landlord has their security deposit, from which he will pay the York's \$20.84. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented the 707 rent increase requests:

- 197 Alcott Road - no utilities included
- Lot 12, Homestead Lane - no utilities included
- 58 Barrows Road - no utilities included
- 118 Brick Kiln Road - no utilities included
- 12 Debra Ann Lane - no utilities included
- 371 Palmer Avenue, Apt. 5 - no utilities included
- 96 King Street, Apt. 3 - utilities included

Mr. Haynes moved to grant a 5.3% increase to the owners who do not pay utilities and an 8% increase for the owners who pay utilities. Ms. Clauson seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler informed the Board that the Grievance Hearings for Margaret Monteiro and Eileen Floyd had been conducted on Thursday, October 15, 1981. Dr. Montgomery, Grievance Officer, found in favor of Mrs. Monteiro. In the case of Mrs. Floyd, Dr. Montgomery felt that he could not make a decision, and therefore, requested that either party could take the matter to court.

Mr. Haynes moved to approve the minutes of the August 10, 1981 meeting. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

The Chairperson then stated that we would now reconvene General Session and would not reconvene Executive Session. The Board was polled: Ms. Clauson-Aye, Mr. Haynes-Aye, Mr. Glista-Aye, Mrs. Jackson-Aye.

Reconvene General Session 8:45 p.m.

Elliott A. Smoler, Executive Director

Laura P Jackson
Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET
GENERAL SESSION

NOVEMBER 9, 1981

MEMBERS PRESENT: Laura Jackson
Elizabeth Clauson
Charles Haynes
Robert Wilkie
Anthony Glista

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley

ALSO PRESENT: Ronald Swartz
Eileen Floyd
Edward Boesse
Peter Horn, Falmouth Enterprise

The meeting was called to order at 7:35 p.m.

Mr. Smoler opened and read bids for moving office as follows:

Global Van Lines	\$604.00 (estimated) with packing boxes at \$1.15 each
Colony Moving & Storage, Inc.	
Carroll the Mover	ineligible bid
Old Harbor Expressco, Inc.	\$526.66 (estimated) with packing boxes at \$1.15 each
A & T Movers	\$601.72 (estimated) with packing boxes at \$1.75 each
A. Walecka & Sons, Inc.	\$312.00 (estimated) with packing boxes at \$1.15 each
Atlas Van Lines	
Rainbow Movers	\$1,150.00 (packed by them) \$975.00 (packed by Authority employees)
Eldredge & Bourne	\$326.68 (estimated)
Bowler Van & Storage Co.	\$522.00-no charge for 6 dozen boxes

There was a discussion on whether or not to open the bid from Carroll the Mover. The envelope was addressed to Elliott Smoler at the Falmouth Housing Authority, but on the back of the envelope, written across the seal, were the words ("to be opened by town selectmen only"). Then there was tape over the seal. It was finally decided not to open the bid and this bid was determined to be ineligible. Mr. Haynes moved to award the bid to the lowest bidder, A. Walecka & Sons, for the price of \$312.00. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mr. Smoler opened and read bids for office furniture as follows:

Swartz Office Supply, Inc.	\$49,887.40
Richard's Office Supply, Inc.	\$51,966.00

A paid deposit of \$300. in the form of a certified check was present with both bids. Mr. Haynes moved to award the bid to the lowest bidder, Swartz Office Supply, Inc., for the price of \$49,887.40. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Mrs. Jackson then stated that the Board would go into Executive Session for the purpose of hearing tenant/landlord complaints and would reconvene General Session. The Board was polled: Ms. Clauson-Aye; Mr. Haynes-Aye; Mr. Wilkie-Aye; Mr. Glista-Aye; Mrs. Jackson-Aye.

7:50 p.m.

8:30 reconvene General Session.

Mr. Horn was asked about the policy of the Falmouth Enterprise in regards to retractions in the paper. He said a retraction is printed if requested.

Mr. Haynes moved to approve the minutes of the September 14, 1981 meeting. Mr. Clauson seconded the motion. 3 Ayes, 0 Nays. 1 Abstain (Mr. Wilkie). MOTION CARRIED.

Mr. Haynes moved to approve the minutes of the October 19, 1981 meeting. Mr. Glista seconded the motion. 3 Ayes, 0 Nays, 1 Abstain (Mr. Wilkie). MOTION CARRIED.

It was decided that the Board would defer payment of the bills.

Old Business:

47-004 Status: Mr. Smoler informed the Board that there was another strike. This time the pipe insulators are striking. Mr. Smoler said it should be settled very soon. There is also a problem with the telephone company. The general contractor had not made them aware that we were seeking early occupancy of the office building. The telephone company was not planning on having the cable line in Hyannis until December 1 and then there would be a 2 to 3 week delay. Mr. Smoler said he is working on a moving date-sometime in December.

Mr. Glista stated that the Board can go through the Falmouth Artists' Guild to get some paintings. Mrs. Jackson stated that she spoke to the Director of Art at the Lawrence School and they would like to submit some of their work to the Board. Mrs. Jackson will arrange a meeting date.

Mr. Haynes said he had not been able to meet with Mr. Smoler about the donations because both he and Mr. Smoler had been away.

47-005 Status: We were granted final site approval. There were two (2) abstains on the vote because the people had not been present at previous meetings. A discussion followed. Bidding will start in March-April, 1982. Ground breaking in April- May, 1982. Completion in December, 1983-January, 1984.

Staff Wish List: Ms. McEleney submitted the staff wish list. Discussion followed. Mr. Smoler feels that a lot of the items can be bought through normal supplies. The Board thanked the office staff for submitting the list. Office staff will get itemized figures and put them into priorities. The Board will take the matter under advisement until the next meeting.

667-2 Tenants: Mr. Smoler said the cable company has not responded. He will pursue it further. He should have some figures by the next meeting.

Mr. Glista wants to take colored movies of the new project being built (47-5). He would like to get someone from the audio-visual department of the high school to help with equipment and save money.

New Business:

Maintenance Request for Garbage Cans for Bayberry Project: They can get 60 cans from the M.C.I. in Norfolk for \$480. with no tax. A motion was made to purchase the 60 cans. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Dates for AFSCME Negotiations: The Board decided on two (2) meeting dates: Tuesday, November 24, 1981 at 7:30 p.m. or Tuesday, December 1, 1981 at 7:30 p.m. The Board also decided to meet once before they met with AFSCME. That meeting will be Tuesday, November 17, 1981 between 9:00 a.m. and 11:00 a.m.

Accountant's Contract: Contract was submitted. Discussion followed. Mr. Swartz will be asked to submit a revised contract that is more explicit. The retroactive check will be held until the reports are in. Tabled until December meeting.

Payment of Bills: Question came up about "retirement parties". We do not have a definite policy. The Board will think about establishing a policy and bring it up at the December meeting.

A suggestion was made that if people want to look over bills, they get to the meeting early (7:00) to look them over instead of holding up the meeting and rushing through the bills.

Mrs. Jackson wants to write a letter to the Governor about a tenant being appointed to the Board. She is upset that this policy was not adhered to when Mr. Wilkie was appointed.

Mr. Haynes moved to pay all the bills with the exception of Mr. Swartz's until the revised contract is in. Mr. Wilkie seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

There was a discussion on buying some lawn mowers. Looking for funds from Federal.

Mr. Glista wants to be reimbursed for his trip to Boston. He will submit a bill.

Meeting adjourned at 9:53 p.m.

Elliott A. Smoler, Executive Director

Laura P. Jackson
 Laura P. Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

EXECUTIVE SESSION

NOVEMBER 9, 1981

MEMBERS PRESENT: Laura Jackson
 Elizabeth Clauson
 Charles Haynes
 Robert Wilkie
 Anthony Glista

STAFF PRESENT: Elliott Smoler
 Ellen McEleney
 James Conley

ALSO PRESENT: Eileen Floyd
 Edward Boesse

7:50 p.m. convene Executive Session

The Board decided to tell people who are present for Executive Session that they are being taped.

Grievance Hearing - Eileen Floyd

Mrs. Floyd wants to appeal the decision made by Dr. Montgomery, Grievance Officer, that either party could take the matter to court. Mrs. Floyd says Mr. Sullivan no longer lives with her. Mr. Haynes said Mr. Sullivan was picked up by the police and the address given was hers (91 Fordham Road). Mrs. Floyd says that was a mistake in the paper. Mrs. Floyd says she has a prowler who knocks on her door and walks around her house at 11:00 at night. Mrs. Floyd says she has straightened her kids out. Mr. Boesse minds them after school. Mrs. Jackson asked if the Ashumet Valley Association had made any more complaints since the hearing. Ms. McEleney said that they have not. There have been no phone calls-complaints. Mrs. Jackson told Mrs. Floyd that the Board would take the matter under advisement and let her know of their decision, if any. Ms. Clauson suggested to Mrs. Floyd that she stay in touch with the Ashumet Valley Association president.

Mrs. Jackson said Mrs. Floyd will be notified that the Board is not taking any action. A suggestion will be made that Mrs. Floyd continue the open-door policy and try to get a better relationship with the Association. At this time, the Board has no plans to take any legal action.

Mr. Haynes moved to approve the minutes of the September 14, 1981 meeting as printed. The chair was turned over to Ms. Clauson for the purpose of this vote. Mrs. Jackson seconded the motion. 2 Ayes, 0 Nays, 2 Abstains (Mr. Wilkie and Ms. Clauson).

There was a discussion on whether the chair should vote. Mrs. Jackson stated she would vote if she had a strong opinion. She would turn the chair over to someone else, then she would vote.

Ms. Clauson stated that she had a problem with the minutes of September 14, 1981. Mr. Haynes moved to reconsider the minutes of the Executive Session of September 14, 1981. Mrs. Jackson seconded the motion. Ms. Clauson wants the discussion between herself and Mr. Kinchla put into the minutes verbatim. Mr. Haynes moved to approve the minutes as corrected. Mrs. Jackson seconded the motion. 2 Ayes, 0 Nays, 2 Abstains (Mr. Wilkie and Ms. Clauson). MOTION CARRIED. Chair turned back over to Mrs. Jackson.

Ms. McEleney presented the 707 rent increase requests:

27 Leonard Drive - no utilities included
393 Jones Road - no utilities included
29 Columbus Drive - no utilities included

Mr. Haynes moved to grant a 5.3% increase to the owners. Ms. Clauson seconded the motion. 4 Ayes, 0 Nays. MOTION CARRIED.

Damage Claim - Section 8 - Victor Lane

We are responsible for the balance of two (2) month's rent (\$578. maximum). Landlord's estimate is \$772. He wants to replace some carpet and clean others (\$450.), fix wall in living room under windows and over thermostat (\$75.), repair refrigerator and replace molding in kitchen (\$85.), replace tile in bathroom (\$80.), install and furnish two (2) new locks (\$82). Last inspection report says carpet was heavily stained in living room, there were cigarette burns in carpet in bedroom #2, and the carpet was stained in bedrooms #3 and #4. Tenant has lived in the house since 1976. The landlord was told the bathroom needed regrouting in October of 1980. The tenant is disputing charges. The Board felt they needed more information. Ms. McEleney will write the landlord a letter asking how much of the rug needs replacing and how much needs cleaning. The Board wants bills on all repairs. Tabled until December meeting.

Reconvene General Session 8:30 p.m.

Elliott Smoler, Executive Director

Laura P Jackson

Laura Jackson, Chairwoman

FALMOUTH HOUSING AUTHORITY

346 GIFFORD STREET
GENERAL SESSION

DECEMBER 14, 1981

MEMBERS PRESENT: Elizabeth Clauson, Vice-Chairman
Anthony Glista
Charles Haynes
Robert Wilkie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

ALSO PRESENT: Peter Horn, Falmouth Enterprise
Richard Holmes, Cape Cod Times
Phil & Pat Dutra
Allan Ryan

The meeting was called to order at 7:34 p.m. by Ms. Clauson, Acting Chairperson

Mr. Haynes moved to approve the minutes of the November 9, 1981 meeting with the correction of the spelling of Mr. Wilkie's name. Mr. Wilkie seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Mr. Glista moved to pay all bills. Mr. Wilkie seconded the motion. 3 Ayes, 0 Nays.
MOTION CARRIED.

Old Business

47-004: The black-top (binder coat) is down. Mr. Smoler stated that it will last until spring. The finished coat will go down in the spring. The landscaping will be done in the spring. The office will be moving, as scheduled, December 22, 1981. They will be going through the building to make up a punch list December 15, 1981. The heat is on in the main building. 01103

Phil Dutra presented his art work. Discussion followed. Mr. Wilkie recommended the Board take Mr. Dutra's paintings under advisement. Mr. Dutra was told that the Board would let him know their decision after discussion with Mr. Axelrod.

Mr. Smoler stated that the plaque for the project would read as follows: Harborview Apartments-Federally Aided Housing for the Elderly-alphabetical list of commissioners (both past and present) who were involved in the project- Falmouth Housing Authority - Town of Falmouth - architect's name - builder's name.

47-005: Mr. Smoler stated that the last town board (Conservation Commission) had been cleared. He anticipates going out to bid in March.

AFSCME Negotiations: Mr. Wilkie stated that the first session took place December 1, 1981. Mr. James Gafney and various employees representing those who wished to have a contract were present. Articles 1 - 12 were negotiated to the satisfaction of all. The next meeting will be on January 6, 1982.

Office Wish List: Ms. McEleney stated that most of the wish list has already been taken care of through normal supplies. The typewriter and the radio remain. A typewriter comparable to what is now in the office would cost between \$1,200-\$1,300. Mr. Glista said he would look into donating a stereo that used to belong to his son. Mr. Smoler does not think it is necessary for Ms. McEleney to have a typewriter. Ms. McEleney will look into the possibility of a portable typewriter. There are two old manual typewriters in the storage room. They are both broken but will be looked into when the office moves. Mr. Wilkie suggested that an inventory be taken before moving. The matter of a typewriter was deferred until the office moves.

New Business

Mr. Allan Ryan, Secretary of the Falmouth Retirement Board, submitted a letter to the members of the Board. He then read the letter aloud. Discussion followed. Mr. Smoler stated that he had made it clear that the Housing Authority could not pay in advance of a fiscal year an expenditure until we were in that fiscal year. He further stated that he will take full responsibility for the delay in paying assessment this year. It was due to a budgetary change in the Commonwealth. He told Mr. Ryan that he would drop the check off to Mr. Ryan's office in the morning, December 15.

Newton meeting: There was a NAHRO training session on the conduction of Board meetings. Mr. Wilkie attended the meeting. He stated that it was discussed at the meeting how to develop better teamwork, how to handle problem cases, etc. He suggested that it might be a good idea to consider some of these improvements at a later date at an informal meeting.

About 1-1½ years ago, Mr. Haynes suggested that a fee accountant's report be at each meeting. Mr. Smoler passed out the fee accountant's report for August - October, 1981. Mr. Glista suggested that it be sent to the members with each month's agenda. Mr. Smoler said it would be.

Accountant's Contract: Mr. Haynes moved the contract be approved. Mr. Wilkie seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

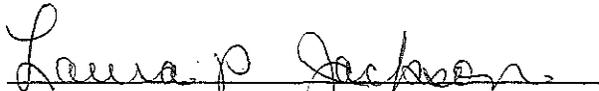
Mr. Glista stated that a lot of people coming into the office do not sign the log.

Mr. Smoler stated that a motion was passed stating that once a month the Board members could go down to the site for a review. He would like to have the motion formally reinstated. Discussion followed.

Ms. Clauson stated that the Board would now go into Executive Session for the purpose of hearing landlord/tenant complaints and would not reconvene General Session. The Board was polled: Mr. Glista - Aye; Mr. Haynes - Aye; Mr. Wilkie - Aye; Ms. Clauson - Aye.

Adjourn General Session 8:50 p.m.

Elliott Smoler, Executive Director



Laura P. Jackson, Chairwoman

MEMBERS PRESENT: Elizabeth Clauson, Vice Chairman
Anthony Glista
Charles Haynes
Robert Wilkie

STAFF PRESENT: Elliott Smoler
Ellen McEleney
James Conley
Frank Duffy, Esquire

9:00 p.m. convene Executive Session

Mr. Conley brought up the matter of Paul McAllister's accident. He told the Board members what had happened. It was discussed that no maintenance personnel should ever work alone, especially when working with machinery. No maintenance man should ever go into a single woman's home alone or if there are children there alone.

Mr. Wilkie would like to see some of the units. Mr. Smoler said the next time a unit is vacant, Mr. Wilkie can go see it.

A motion was made to approve the minutes of the November 9, 1981 Executive Session with the correction of the spelling of Mr. Wilkie's name. Ms. Clauson wanted to see the address of the Section 8 damage claim in the minutes. Ms. McEleney didn't think she mentioned the address at the November meeting. The address was 4 Victor Lane. Mr. Haynes moved to approve the minutes as corrected. Mr. Wilkie seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Ms. McEleney presented the 707 rent increase requests:

35 Morris Street - no utilities included
779 Teaticket Highway - no utilities included
22 Andy's Lane - no utilities included

Mr. Haynes moved to approve the 5.3% increase to the owners. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Damage Claim - 707 - 70 Barrows Road

Ms. McEleney presented this damage claim for consideration. The tenant has vacated the premise and has vanished. The total claim is for \$192.50. Ms. McEleney read the list of damages and a discussion followed. Mr. Haynes moved to pay the entire \$192.50. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED

Damage Claim - Section 8 - 17 Maple Street

Ms. McEleney presented this damage claim for consideration. The total claim is for \$1,249.50. Our total responsibility is \$558. Discussion followed. There was a lot of trash to be removed from inside and outside the house and numerous repairs to be made. There was a stain on the hardwood floor. The stain was still there when Mr. Conley did the initial inspection when a new tenant moved into this property. The landlord will only be able to collect on this stain once. Mr. Haynes moved to pay the landlord \$558. Mr. Wilkie seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Damage Claim - Section 8 - 23 Leonard Drive

Ms. McEleney presented this damage claim for consideration. The total bill is for \$1,678. Our responsibility is \$487. Ms. Clauson wants to see the cost of materials on the bills. She requested Ms. McEleney to give the landlord a second request to do this. Mr. Wilkie moved to pay the landlord \$487. Mr. Haynes seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.

Damage Claim - Section 8 - 52 King Street

Ms. McEleney presented this claim for consideration. The total bill is for \$305.29. Our responsibility is \$242.29. Ms. Clauson requested Ms. McEleney to find out what actually happened to the french door. Was it replaced with a new french door or was it replaced by glass? Mr. Wilkie moved to pay the landlord \$242.29. Mr. Glista seconded the motion. 3 Ayes, 0 Nays. MOTION CARRIED.