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TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720

MINUTES

December 14, 2010

Present: Ken Sghia-Hughes, Nancy Kolb, Dennis Sullivan and Robert Whittlesey
Absent: Bernice Baran
Also Present: Kelley Cronin

Mr. Whittlesey called the meeting to order at 4:00 p.m.

1. Mr. Sullivan made a motion which was seconded by Nancy Kolb and unanimously voted in the affirmative to:

Approve the minutes of the November 30, 2010 meeting as amended.

2. Ms. Cronin updated the Board on operations. She updated the Board on the Resident Advisory Committee progress and specifically discussed the proposal to change the rules about smoking. The Board suggested that Ms. Cronin look into smoking cessation classes which could be offered to AHA residents prior to a change in policy. Ms. Cronin updated the Board on the pre-development budget for Sachem Way and handed out ledgers which showed spending by scope and actual check disbursements. There is approximately \$6,000 left. The Board discussed other resources to fill the pre-development budget gap. Mr. Whittlesey suggested that the AHA should apply for a pre-development loan through CEDAC.
3. Ms. Cronin gave the Board the lead paint certification form. DHCD now requires that Housing Authority's submit the certification with the annual budget submission.
4. Ms. Kolb made a motion which was seconded by Mr. Sullivan and unanimously voted in the affirmative to:

Approve the November voucher (monthly list of accounts payable) as presented.

The meeting was adjourned.

Respectfully Submitted,



Kelley A. Cronin
Executive Director

Attachments: November 30, 2010 Minutes of the Meeting, Payment Ledger for Sachem Way development, List of spending for Sachem Way development by scope, DHCD Public Housing Notice for Lead Paint Certification, November Voucher

**Certification of Compliance with Notification Procedures for
Federal and State Lead Paint Laws**

**Regular Meeting
(regular/special)
Acton Housing Authority**

Date: Tuesday, December 14
Time: 4:00pm. Fiscal Year: 2011

Members Present: Nancy Kolb, Ken Sghia-Hughes, Dennis Sullivan and
Robert Whittlesey
Members Absent: Bernice Baran
Others Present: Kelley Cronin

We, the undersigned members of the Acton Housing Authority, do hereby certify that the Acton Housing Authority is in compliance with the following:

1. Environmental Protection Agency (EPA) regulations at 40 CFR 745 Subpart F "*Disclosure of Known Lead-Based Paint and/or Lead-Based Paint Hazards Upon Sale or Lease of Residential Property,*"
2. Massachusetts Department of Public Health *Lead Poisoning Prevention and Control* regulations at 105 CMR 460.725,
3. EPA regulations at 40 CFR 745 Subpart E "*Residential Property Renovation,*" and
4. Massachusetts Division of Occupational Safety *Deleading and Lead-Safe Renovation Regulations* at 454 CMR 22.00.

and that the Acton Housing Authority is maintaining proper record-keeping related to such requirements.

Secretary, Ex Officio

Chairperson

Signed this _____ day of _____ 20____