

ACTON HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 68 WINDSOR AVENUE, ACTON MA 01720
 MINUTES
 April 10, 2012

RECEIVED
 MAY - 9 2012
 TOWN CLERK, ACTON

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

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

1. The Board was pleased that Town Meeting voted to approve CPA funding for the project. Ms. Cronin introduced the Board to the new project manager for Sachem Way; Shara Lewis of Pinck & Co. Inc. Ms. Lewis reviewed the bid scores and process with the Board. She explained that there were seven proposals of which four were scored as qualified. Of the four qualified bidders only one bid at or below budget, Triumph Modular. Triumph had very good references and Ms. Lewis had worked with them personally on a project and thinks highly of them. Mr. Whittlesey made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Award the contract to Triumph Modular for \$2,798,466 for the development of six duplexes on Sachem Way.

Ms. Lewis reviewed the detailed schedule for the development of Sachem Way. The loan closings are scheduled for mid-July and construction should begin this summer.

2. The Board reviewed the construction loan commitment from The Property and Casualty Initiative. Ms. Baran made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

Approve the loan commitment from The Property and Casualty Initiative, LLC, in the amount of \$910,000.

The Board reviewed the permanent financing loan commitment from the Massachusetts Housing Partnership. Ms. Kolb made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

To approve the loan commitment from the Massachusetts Housing Partnership in the amount of \$1,800,000.

The Board discussed the Board of Appeals Hearing and asked Ms. Cronin to confirm the date and time. The Board reviewed the paperwork from DHCD to correct the States record of our 705 units. DHCD had incorrectly identified the units in their accounting system as belonging to the Acushnet Housing Authority instead of the

Acton Housing Authority. The Chair signed the W-9 to submit to DHCD in order to correct the record.

The meeting was adjourned.

Respectfully submitted,



Kelley A. Cronin
Executive Director

Attachments:

Bidder Summary Chart and Scores for Sachem Way, Letter of Award to Triumph Modular, Certificate of Vote of Authorization for Triumph Modular, Extensive Project Schedule for Sachem Way, Memo from Colleen Votour, DHCD, regarding correcting W-9, W-9, Letter of Commitment from The Property and Casualty Initiative, Letter of Commitment from Massachusetts Housing Partnership