

ACTON HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 68 WINDSOR AVENUE, ACTON MA 01720
 MINUTES
 FEBRUARY 26, 2013

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TOWN CLERK, ACTON

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

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

1. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

Approve the minutes of the January 29, 2013 meeting.

2. The Board discussed the siding replacement for the 705 Family units on Sachem Way. The ACHC discussed contributing to the cost of the siding replacement if the Community Preservation Committee did not vote to provide full funding. Mr. Sghia-Hughes let the Board know that he thought the CPC would vote to provide more than the original application requested. The Board was grateful to hear that there was support for the project.

Ms. Cronin let the Board know that DHCD had issued an RFP for funding small projects that would help alleviate safety concerns, such as trip factors. DHCD provided a two week turn around on the application so Ms. Cronin submitted a request for funding to replace the vinyl composite tiles in the common hallways of Windsor Green. It was the only safety project in the Board approved capital plan and was scheduled for 2014. The AHA was awarded \$20,000 for the replacement which is approximately two-thirds the cost to replace the tiles in all the common hallways. The worst hallways will be completed first. Ms. Cronin also included the formula funding award from DHCD for 2015 in the packet. DHCD has committed Bond funds to housing authorities for fiscal 2015.

Ms. Cronin discussed the letter in the Board packet from HUD regarding sequestration. The AHA is going to hold off issuing any new Section 8 vouchers to hold down costs until the budget has been approved by Congress.

Ms. Cronin let the Board know that one of the maintenance staff was out on injury. He injured his wrist during the storm and is out on workers compensation. Ms. Cronin sent a notice out to neighboring housing Authorities and Town staff and found someone to help out with snow removal and emergencies. Ms. Cronin hopes the staff will be back up to capacity soon.

3. Ms. Cronin reminded the Board that she advertised for a lottery agent in the Beacon and Central Register. There was only one proposal and it was from MCO Housing Services. MCO was the lottery agent on the Sudbury project and has done several

ACHC projects. Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Approve the contract with MCO Housing Services to be the lottery agent for the new units at Sachem Way.

4. Ms. Cronin let the Board know that the AHA was holding neighbor coffees at Windsor Avenue. Coffees were being held for contiguous buildings and interpreters were attending to give neighbors a chance to talk and introduce themselves. The first of 5 coffees was held with a 43% attendance rate. Neighbors got to discuss issues of concern with one another and tell each other about their backgrounds.

Ms. Cronin reviewed the price proposals from three attorneys to handle the sale of the Pillar House I condominium units. Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Hire Dan Greenberg from Wilson and Orcutt to handle the transactions.

5. Ms. Cronin reminded the Board that Monday, March 4th was MA NAHRO Legislative Day. Housing Authorities will be meeting with their locally elected officials to discuss MA NAHRO's proposal to reform public housing.

Ms. Cronin let the Board know that the Family Self-Sufficiency program had been funded. Included in the Board packet was a letter from HUD. In the letter it stated that "HUD determined that the PIH Information Center report used to determine eligibility and funding under the FY 2012 HCV FSS Coordinator was inaccurate.... Based on the reprocessing of the applications your agency is eligible for funding." The FSS position has been fully funded for 2013.

6. Ms. Baran updated the Board on ACHC activities. The ACHC offered to help with funding for the siding replacement at Sachem Way. Ken updated the Board on CPC Activities.
7. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

Approve the November, December and January vouchers (monthly list of accounts payable) as presented.

The meeting was adjourned.

Respectfully submitted,



Kelley A. Cronin
Executive Director

Attachments for the February 26, 2013 meeting:

Minutes of the January 29, 2013, DHCD Letter of award for safety initiative, DHCD formula funding award for 2015, HUD Letter regarding Sequestration, MCO Contract for Lottery, Windsor Green neighbor coffee invitation, Legal Services quotes for sale of 48 Great Road units 11 and 12, MA NAHRO Legislative Day flyer, HUD letter of award for Family Self-Sufficiency Program, November, December and January vouchers