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ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
December 11, 2012

TOWN CLERK, ACTON

Present: Bernice Baran, Nancy Kolb, Dennis Sullivan, Ken Sghia-Hughes and Robert Whittlesey
Also Present: Kelley Cronin
Attending: Howard Gordon, Janet Adachi

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

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

Approve the minutes of the November 27, 2012 meeting.

2. Mr. Gordon, CPA, went through the proposed operating budget for 2013 with the Board. The Board discussed the revenue and expenses forecast for 2013 with Mr. Gordon. Mr. Sghia-Hughes made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to:

Submit the proposed operating budget for State-Aided housing of the Acton Housing Authority Program Number 400-1 (Chapter 667 and 705 Housing) for fiscal year 2013 showing Total Revenue of \$483,870 and Total Expenses of \$746,493 there by requesting a subsidy of \$243,119 to the Department of housing and Community Development for its review and approval.

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

Submit the proposed operating budget for State-Aided housing of the Acton Housing Authority Program Number 689 for fiscal year 2013 showing Total Revenue of \$34,197 and Total Expenses of \$31,400 there by requesting a subsidy of \$0 to the Department of housing and Community Development for its review and approval.

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

Submit the proposed operating budget for State-Aided housing of the Acton Housing Authority Program MRV-P for fiscal year 2013 showing Total Revenue of \$3,900 and Total Expenses of \$92,484 there by requesting a subsidy of \$88,464 to the Department of housing and Community Development for its review and approval.

3. The Board discussed the contents of the Annual Report for the Town Warrant. Ms. Cronin will send the Board the draft to review before submitting.
4. Ms. Cronin updated the Board on operational issues. Four units have turned over in the past quarter, two were families who had changes in their household composition and transferred. Ms. Cronin updated the Board on the Sachem Way construction project. All 6 duplexes are erect and the contractor is working on the utilities. Ms. Cronin also let the Board know that HUD had sent out a notice to correct the most recent FSS Awards. They updated and published the correct data which showed the Acton Housing Authority having the required amount of participants. Ms. Cronin is hopeful that the FSS position will be fully funded.
5. The Board discussed the Governor's Commission proposal. Ms. Cronin let the Board know she was participating on MA NAHRO's Task Force to create a separate proposal to improve the Public Housing System without removing local control.
6. Mr. Sghia-Hughes updated the Board on Community Preservation Committee activities. Ms. Baran updated the Board on Acton Community Housing Committee activities.

The meeting was adjourned.

Respectfully submitted,



Kelley A. Cronin
Executive Director

Attachments for the December 11 27, 2012 meeting:
Minutes of the November 27th meeting, Proposed Operating Budgets for 2013, HUD
Letter Regarding Family Self-Sufficiency Grant with Acton data included, Board
Meeting Calendar for 2013