

R E C E I V E D
JUL 5 2013

1376.

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
August 29, 2012

TOWN CLERK, ACTON

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

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

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

Approve the minutes of the July 24, 2012 meeting.

2. Ms. Cronin updated the Board on the Governor's Commission on Public Housing and let them know she had sent a letter to Senator Eldridge and invited him to a meeting. Ms. Cronin let them know she was working on a request for services for a realtor to list the two units at 48 Great Road that will be sold.
3. Ms. Cronin informed the Board that septic replacement project had been completed. Foresite Engineering inspected throughout the construction process and approved the as built plans and the Town of Acton's Board of Health issued the Certificate of Compliance. Dennis Sullivan made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

Approve the certificate of final completion and last payment for the Windsor Green Septic Replacement project no. 002025 to R.M. Ratta Corp. in the amount of \$72,975.

Ms. Cronin updated the Board on the new project on Sachem Way. When the rate was locked on the financing the rate was lower than at commitment and the project financing needed to be restructured. The closing is expected to take place next week.

Ms. Cronin told the Board that the siding on Sachem Way is also the sheathing and it is popping off in different locations. She is recommending including siding replacement when the roofs are replaced. This would impact the schedule for other capital projects. The Board suggested that the AHA apply to the CPA for capital funds again so that the other projects in the pipeline can be completed.

The Board visited the landscaping next to Windsor Green. Ms. Kolb is going to draft a letter from the Board thanking Donna and Bill Miller for their generous contribution.

4. Ms. Baran made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

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

The meeting was adjourned.

Respectfully submitted,



Kelley A. Cronin
Executive Director

Attachments for August 29, 2012 meeting:

Minutes of the July 24th meeting, Letter to Senator Eldridge, Certificate of Compliance from Acton's Board of Health for the Windsor Green Septic Replacement, As Built plan for the WG Septic, Construction Budget Comparisons with original loan commitment and with rate lock, Requisition 1 at closing of McCarthy Village, July Voucher