

ACTON HOUSING AUTHORITY  
 BOARD OF COMMISSIONERS MEETING  
 68 WINDSOR AVENUE, ACTON MA 01720  
 MINUTES  
 February 26, 2008

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

Mr. Whittlesey called the meeting to order at 7:05p.m.

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

*Approve the minutes of the January 28, 2008 meeting as amended.*

2. Executive Director's Report

Ms. Cronin discussed the issue of how to account for staff time during severe weather. Mr. Sghia-Hughes made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to approve the following:

*It is the policy of the Acton Housing Authority that at the discretion of the Executive Director, non-essential employees may be excused from work during severe weather. When a weather emergency has been declared by the Governor of Massachusetts or the Town of Acton, employees who work will receive one hour of comp time for every hour worked.*

Ms. Cronin discussed some issues at Sachem Way. She gave the Board copies of the State Contract for Financial Assistance for the Alternate Housing Voucher Program.

3. Old Business

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

*Purchase a one-bedroom condominium unit located at 16 Wampus Avenue, unit 22 for \$134,000 and a two-bedroom condominium unit located at 10 Wampus Avenue, unit 22 for \$130,000. (AHA contribution \$30k total purchase is \$145,000 but ACHC is contributing \$115,000).*

The Board reviewed the only proposal submitted in response to the Request for Proposals for a three-bedroom condominium unit.

The Board reviewed the revised proposal from Foresite Engineering for site planning work. The Board agreed to use the CPC Grant for support services to pay for staff time organizing events for our seniors at the Windsor Green and Sachem Way complexes. The Board discussed the next steps for the pre-development process at Sachem Way. The Board would like Ms. Cronin to invite the neighbors to an information meeting in March. Ms. Cronin will also set up a meeting with Sachem Way residents.

4. New Business

Mr. Whittlesey discussed the Comprehensive Community planning effort. Ms. Baran updated the Board on ACHC activities.

5. January Voucher

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

*Approve the January voucher. (Monthly List of Accounts Payable)*

The meeting was adjourned at 8:40.

Respectfully submitted,



Kelley A. Cronin  
Executive Director