

ACTON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
68 WINDSOR AVENUE, ACTON MA 01720  
MINUTES  
JANUARY 22, 2008

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

Mr. Whittlesey called the meeting to order at 7:30 p.m.

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

*Approve the minutes of the January 8, 2008 meeting.*

2. Executive Director's Report  
Ms. Cronin let the Board know that Selectwoman Lauren Rosenzweig had invited the AHA to send a representative to the Town's comprehensive community planning effort. Mr. Whittlesey agreed to participate.

3. New Business

Ken made a motion which was seconded by Mr. Sullivan to:

*Approve the Executive Director's contract for a term of one year commencing on January 1<sup>st</sup> 2008 for \$62,293. The terms of the contract are the same as the prior year.*

Ms. Cronin thanked the Board for approving her new salary as proposed by the Department of Housing and Community Development Executive Director Salary schedule.

Ms. Cronin went over the proposed contract with Foresite Engineering. Mr. Whittlesey made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative that:

*The proposed contract should be amended to include more specifics about the septic design and refer to the boring, soil and perc tests that were already completed. Once Foresite makes the necessary amendments the Executive Director may enter into a contract with Foresite Engineering for site design at Sachem Way, not to exceed \$10,000.*

The Board discussed the pros and cons of different condominium purchases.

Ms. Cronin presented a contract for services between the AHA and Eliot Community Human Services. Mr. Sghia-Hughes made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

*Approve a contract, not to exceed \$10,000, with Eliot Community Human Services, Inc. (ECHS) to provide an array of support services to individuals living in AHA subsidized housing such as outreach, crisis intervention, case management, consultation, education, information and referral. The contract for services will end on 8/30/08.*

4. Old Business

The Board discussed smoking issues at Eliot House and Windsor Green. The Board decided to use some funds from the CPC Capital Funds grant to purchase additional smoke eliminators.

The Board decided to amend the 2007 CPC application for predevelopment funds to allow the money to be used at sites other than Sachem Way should the AHA decide not to proceed with development there.

5. December Voucher

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

*To approve the December voucher as presented.*

The Meeting was adjourned at 9:30pm.

Respectfully submitted,



Kelley A. Cronin  
Executive Director