

ACTON HOUSING AUTHORITY

Minutes of the Regular Meeting of January 11, 2005, 7:00 PM at 68 Windsor Avenue, Acton, MA

TOWN CLERK

Attendance: Ken Sghia-Hughes, Jean Schoch, Dennis Sullivan, Bob Whittlesey, Naomi McManus/Acton Housing Authority

1). Ken Sghia-Hughes moved to approve the amended minutes of December 28, 2004. Dennis Sullivan seconded the motion and all members voted in favor.

2). Executive Director's Report

A request for proposals to conduct the Authority's Single Audit has been sent to Hurley, O'Neill & Company and Walsh & Associates, PC.

3). Old Business

A). Septic Replacement at Eliot House

Board reviewed the proposals submitted by two (2) contractors to replace the system. James Fenton & Sons, General Contracting, Inc. submitted a proposal in the amount of \$82,480 and C.J. Doherty, Inc. submitted a proposal in the amount of \$105,000. Bob Whittlesey moved to approve James Fenton & Sons once a third reference was obtained and to notify the Department of Housing & Community Development's of the Authority's vote to approve James Fenton & Sons. Ken Sghia-Hughes seconded the motion and all members voted in favor.

B). AHA's funding request to Acton's Community Preservation Committee.

Discussion followed regarding the Authority's submission of two (2) proposals. One request is for \$20,000 to fund Design & Construction of a Recreational Area at McCarthy Village and the second request is to fund \$20,000 for Technical & Administrative Support Services for the Development of Affordable Housing. Board Members, Ken Sghia-Hughes, Dennis Sullivan and Bob Whittlesey expressed concern that due to the Executive Director's resignation which will be effective July 1, 2005 the Authority will be unable to continue to provide the support services to the ACHC plus the budgetary issues facing the Authority due to Housing & Urban Development's (HUD) budget cuts for 2005 to the Federal Section 8 Housing Voucher Choice Program and the State's decision to fund State Public Housing at the level of three years ago. It was decided the Authority's Board Members would meet with the Acton Selectmen and explain why the Authority will be unable to provide the technical support to the ACHC. Ken Sghia-Hughes, Bob Whittlesey and Naomi McManus will meet with the Selectmen to inform them.

4). New Business

A). NAHRO's request for financial assistance

Board discussed NAHRO's request for financial assistance to conduct a study to substantiate the need for adequate funding for state subsidized public housing. Based on the Executive Director's recommendation Dennis Sullivan moved that the Authority vote to pay \$142.00 to NAHRO to help defray the fee to hire consultants to complete the study. Ken Sghia-Hughes seconded the motion and all members voted in favor.

B). Conversion of AHA's Accounting Records

Dennis Sullivan moved to authorize the Executive Director to sign the Authority's Fee Accountant's proposal to convert the Authority's accounting records to Generally Accepted Accounting Principles (GAAP) in the amount of \$750. Ken Sghia-Hughes seconded the motion and all members voted in favor.

C). AHA's Annual Operating Budgets

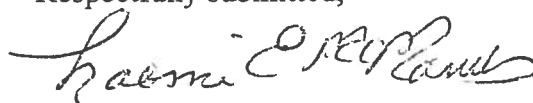
Board was given for review the Authority's proposed Annual Operating Budgets for FY2005. On January 25, 2005 the Authority's Fee Accountant will meet with Board to discuss and approve the proposed budgets.

D). AHA's 2004 Annual Report

Board was given the Authority's Annual Report which will be included in the Town's Annual Report for Town Meeting.

5). Regular Meeting adjourned at 9:15 PM. The next Regular Meeting was scheduled for January 25, 2005 at 6:30 PM.

Respectfully submitted,



Naomi E. McManus
Executive Director