

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MINUTES
April 26, 2022, at 3:00pm
VIRTUAL MEETING

Present: Bernice Baran, Peter Berry, Nancy Kolb, and Melissa Wingfield
Absent: Robert Whittlesey
Also Present: Kelley Cronin
Attending: Fran Arsenault, Terra Friedrichs, Alissa Nicole, Julie Pierce Onos, Jeff Bergart, Paulette Farmer, and Lisa Franklin

Ms. Kolb called the meeting to order at 3:00 PM via a virtual meeting platform with no Board members in physical attendance and broadcasted via Zoom virtual meeting platform.

I. Ms. Kolb read the rules of the remote meeting and Ms. Kolb conducted a roll call for attendance with Ms. Kolb, Ms. Baran, Mr. Berry, and Ms. Wingfield present and Mr. Whittlesey absent. The Board reviewed the minutes of the March 28, 2022, meeting. Ms. Baran made a motion, which was seconded by Ms. Wingfield to;

Approve the minutes of the regular meeting for March 28, 2022.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Nancy Kolb: Aye
Peter Berry: Aye
Melissa Wingfield: Aye

The motion was approved.

Ms. Kolb asked Ms. Cronin to introduce the new Economic Development Director, Julie Pierce Onos. Ms. Cronin introduced Ms. Pierce Onos and recognized the outreach she had made towards the AHA to ensure AHA residents are in the loop for the Town’s economic development efforts. Ms. Pierce Onos spoke about her vision for the position and welcomed input from the Board. Ms. Baran and Ms. Wingfield asked about efforts to get new occupants in storefronts. Mr. Berry asked Ms. Cronin to review the amount of rent the AHA pays to private property owners as part of the voucher program and Ms. Cronin said it was over a million dollars/year. Ms. Cronin also let the Board know that Ms. Pierce Onos and the AHA were working together on the Mass Works application to bring the sewer to McManus Manor. Ms. Kolb thanked Ms. Pierce Onos for coming and let her know the AHA was looking forward to working with her.

Ms. Kolb introduced Alissa Nicol to present the Town Meeting article regarding a study for a Rehab Trust. Ms. Nicol went through a power point presentation and asked for the AHA Board to support the request for \$2,500 for a feasibility study to vet the creation of a housing trust at Town Meeting. Mr. Berry made a motion, which was seconded by Ms. Baran to;

Support the article to fund the feasibility study for a Rehab Trust at Town Meeting.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Nancy Kolb: Aye
Peter Berry: Aye
Melissa Wingfield: Aye

The motion was approved.

II. Executive Director Update

Ms. Cronin reminded members of the MA NAHRO Conference and let the Board know the MA House had increased the Housing Authority operating budget by 10%. Ms. Cronin let the Board know she had scheduled a booster clinic for AHA seniors next week through Acton Pharmacy.

III. New Business

Ms. Cronin gave an update on McManus Manor and discussed doing a joint application with the Town for the Mass Works grant for sewer connections and infrastructure on the Main Street parcel. The Board discussed and thought it was a good idea. Ms. Cronin also discussed the easement with the abutters to go under Isaac Davis Way. Mr. Berry made a motion, which was seconded by Ms. Wingfield to;

Authorize the signing of the Easement for Isaac Davis Way.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye

Nancy Kolb: Aye

Peter Berry: Aye

Melissa Wingfield: Aye

The motion was approved.

The Board discussed the Home Rule Petition and the summary on the warrant. Ms. Arsenault let the Board know that the Select Board had voted to approve the Home Rule Petition.

Ms. Kolb discussed the Main Street Master Planning committee. The Town has a working group to coordinate the different uses for the Main Street parcels. Ms. Kolb let the Board know there would be a meeting with the neighbors. Jeff Bergart spoke about the senior park and hiring an architect to help design.

Ms. Cronin discussed the E-Bikes program for Windsor Avenue. Ms. Franklin raised concern about people leaving bikes randomly on property and causing trip hazards. The Board asked Ms. Cronin to invite the sponsor to come to the next meeting and to invite the Sustainability Director for the Town, Andrea Becerra.

Ms. Cronin let the Board know that the proposed Section 8 policy updates had been sent to the Resident Advisory Committee before their last meeting and they did not have any concerns. Ms. Kolb made a motion, which was seconded by Ms. Wingfield to;

Approve the updates to the Section 8 VAWA and Administrative Plans.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye

Nancy Kolb: Aye

Peter Berry: Aye

Melissa Wingfield: Aye

The motion was approved.

Ms. Cronin presented the quote for new furniture at the McCarthy Village community room. Mr. Berry made a motion, which was seconded by Ms. Baran to;

Approve the quote of \$7,703.33 for new furniture for the McCarthy Village Community Room.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Nancy Kolb: Aye
Peter Berry: Aye
Melissa Wingfield: Aye

The motion was approved.

IV. Old Business

Ms. Kolb let the Board know the window replacement at Windsor Green would be voted on at Town Meeting during the Community Preservation Act article. Ms. Baran let the Board know the Acton Community Housing Corporation reviewed the Housing related warrant articles at their last meeting. Mr. Berry let the Board know there was a workshop coming up on the Climate Action Plan. Mr. Berry said it would be good to hear from Ms. Becerra on the housing related items in the Plan.

The Board discussed COVID precaution measures and decided to still request the use of masks in the community rooms and common areas of the office.

V. The Board reviewed the March voucher. Ms. Baran made a motion, which was seconded by Mr. Berry and unanimously voted in the affirmative to:

Approve the March voucher as presented.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Nancy Kolb: Aye
Peter Berry: Aye
Melissa Wingfield: Aye

The motion was unanimously approved.

VI. Ms. Kolb asked if there were any community members who wanted to comment, and Ms. Cronin stated that there were not. Ms. Kolb thanked all the people who attended and participated in the meeting. Mr. Berry made a motion, which was seconded by Ms. Wingfield to;

Adjourn the meeting.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Nancy Kolb: Aye
Peter Berry: Aye
Melissa Wingfield: Aye

The motion was approved.

Ms. Kolb adjourned the meeting at 4:44pm.

Respectfully submitted,

Kelley A. Cronin
Kelley A. Cronin
Executive Director

Documents and Exhibits Used During the **April 26th** meeting:

Minutes of the March 28, 2022, Acton Rehab Trust Power Point, Isaac Davis Way Easement, Metro Mobility E-Bikes Memorandum of Understanding, Draft By-Laws, Mass Works Expression of Interest, Section 8 Administrative Plan Draft, VAWA Draft and Memo regarding policy updates, Community Room Furniture Quote solicited by Architect, March Voucher.