

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MINUTES
June 27, 2023, at 3:00pm
VIRTUAL MEETING

Present: Bernice Baran, Nancy Kolb, Sahana Purohit, and Melissa Wingfield
Absent: Peter Berry
Also Present: Kelley Cronin

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

- I. Ms. Kolb read the rules of the remote meeting and conducted a roll call for attendance with Peter Berry absent and all other Board members present.
- II. New Business

Ms. Kolb asked for a motion to approve the minutes. Ms. Wingfield made a motion, which was seconded by Ms. Baran to;

Approve the minutes of the May 30 and June 7, 2023, meetings.

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

Bernice Baran: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye

The motion was approved.

The Board provided updates and discussed the South Acton Vision and Action Plan Meeting. Ms. Cronin updated the Board on the work of the Resident Service Coordinator. The food pantry got a grant to have a mobile market at Windsor Avenue and the new library director has reached out to try and help our residents access library services. Ms. Kolb mentioned the help Amanda Eldridge provides the Doli Atamian Campership committee in reaching out to AHA residents.

Ms. Kolb decided to defer the Board elections to July when all members would be in attendance and suggested adding back the Assistant Treasurer position to the Board. The Board also discussed deciding committee liaisons at the next meeting.

Ms. Cronin reviewed the Additional Services request by Winslow Architects for the McManus Manor design contract. Ms. Cronin explained the original price proposal and contract was based on modular housing which requires less work from architects and mechanical engineers. Since the project is no longer modular there is an increase in the design fee. Ms. Baran made a motion, which was seconded by Ms. Wingfield to;

Approve the additional services fee to the designer contract in the amount of \$62,105.

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

Bernice Baran: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye

Melissa Wingfield: Aye
The motion was approved.

Ms. Cronin discussed the schedule for the capital plan and annual plan and review process with residents before the hearing scheduled for September.

Ms. Cronin let the Board know that Eversource was complaining that there were sheds around the transformers at Windsor Green. These were built decades ago, before Ms. Cronin was Director. Eversource is asking us to remove them to make it easier for their staff to fix the transformers in the future. Ms. Cronin is working with Eversource and the State and hoping the sheds will not have to be removed.

Ms. Cronin presented the new income limits for State Public housing. The income limits are based on the Federal Department of Housing and Urban Developments median income statistics from annual census data. The Town of Acton is included in the Boston-Cambridge metropolitan area. Ms. Wingfield made a motion, which was seconded by Ms. Baran to;

Approve the new income limits, as requested by the Executive Office of Housing and Livable Communities (EOHLC), for admission to State Public Housing Units.

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

Bernice Baran: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye

The motion was approved.

IV. Old Business

Ms. Kolb suggested the Board think about new projects for the next Community Preservation Committee application process. Ms. Baran let the Board know that the Acton Community Housing Corporation was discussing inclusionary zoning issues related to the Multifamily Zoning Requirements for MBTA communities. Ms. Baran also let the Board know that Common Ground has a new family housing project in development.

Ms. Cronin updated the Board on the Greater Boston Interfaith housing event. Over 1,700 people attended, including some AHA residents who went with Ms. Cronin.

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

Approve the May voucher with a total expenditure of \$545,693.09 as presented.

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

Bernice Baran: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye
The motion was approved.

VI. Ms. Kolb asked if there were any community members who wanted to comment and there were none. Ms. Wingfield made a motion which was seconded by Ms. Purohit and unanimously voted in the affirmative to:

Adjourn the meeting at 4:22 pm.

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

Bernice Baran: Aye

Nancy Kolb: Aye

Sahana Purohit: Aye

Melissa Wingfield: Aye

The motion was approved.

Respectfully submitted,
Kelley A. Cronin
Executive Director

Documents and Exhibits Used During the **June 27th** meeting:

Minutes of the May 30 and June 7, 2023, meetings, DHCD PHN 2023-07 Revised Income Limits for Admission, 2023 Income Limits and Fair Market Rents for Acton (Metro Boston), Winslow Architects E-mail and Additional Service Price Change, Annual Plan Notice and Schedule, DHCD PHN 2023-04 Capital Procurement, May Voucher