

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
SEPTEMBER 26, 2017

Present: Bernice Baran, Ryan Bettez, Nancy Kolb and Robert Whittlesey
Also Present: Kelley Cronin
Also Attending: Virginia Loftus and Danny Factor

Mr. Whittlesey called the meeting to order at 4:00 p.m. and explained the rules of the meeting.

1. The Board reviewed the minutes of the previous meeting. Ms. Baran made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

Approve the minutes of the August 29, 2017 meeting.

2. Ms. Cronin let the Board know that Massachusetts Chapter of the National Association of Housing and Redevelopment Officials (MA NAHRO) fall conference is going to be held November 13th and 14th, that there was a draft agenda for the conference in their packet and asked if anyone was interested in attending. Mr. Whittlesey said he may be interested in attending. Ms. Cronin let the Board know that she attended a Commission on Disabilities meeting. The Commission invited Ms. Cronin and Ms. Tavernier of the Acton Community Housing Corporation (ACHC) to attend and talk about housing as it relates to assisting those with disabilities. Ms. Cronin went over the handout she had provided the Commission. It details the number of housing units and vouchers, (69) available to people with disabilities through the Acton Housing Authority (AHA) and the number of people on the waiting list (197 of which 22 are local households) who need housing for people with disabilities.

Ms. Cronin reviewed a memo from the State Department of Housing and Community Development (DHCD) that was in the packet regarding the requirement for a budget revision. DHCD had provided funds for extraordinary maintenance which DHCD was reallocating to modernization funds so Housing Authorities need to do budget revisions. The AHA had planned on spending that money on appliance replacement. Modernization money may not be able to be used for appliances, Ms. Cronin explained, due to the increase in failing flooring that needed to be replaced at the two elderly developments and appliances generally could not be bought with modernization funds. Ms. Cronin let the Board know that she and Mr. Gordon were working on a budget revision which would be provided to the Board prior to the next meeting. She also let the Board know that the State had put a hold on the McCarthy Village siding and decking project due to DHCD over committing their share of bond funds. Ms. Cronin included the communication from DHCD in the packet. Ms. Cronin also let the Board know that the State was doing outreach to find out about bullying among residents of senior housing developments and that there was a flyer being put up at our senior developments so people could participate.

3. Mr. Bettez discussed the price proposals for the feasibility study of the Main Street property. There were two proposals, one from the Women's Institute for \$15,000 and one from Baker/Wohl Architects for \$10,000. The Board had received the proposals for their review prior to the meeting. Ms. Cronin explained that both proposals were from a team of development consultants and architects. Ms. Baran made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

Approve the proposal from Baker/Wohl Architects and authorize the Executive Director to enter into a contract for \$10,000.

Mr. Whittlesey let the Board know that he and Ms. Cronin attended the Kelly's Corner presentation by the developer of the parcel owned by Stop and Shop where K-Mart is located. The proposal is for a large market rate rental housing development.

Ms. Cronin let the Board know that the Planning Department had received a grant to work on housing issues in Town. Ms. Cronin and Ms. Tavernier were going to be meeting with Planning and Citizens Housing and Planning Association (CHAPA) on the project to discuss housing issues in Town. Ms. Baran let the Board know members of the community that the ACHC was recommending being involved.

4. Ms. Cronin let the Board know that the Community Preservation application was due in November and the Board would have to decide what to apply for at the next Board meeting. Ms. Baran updated the Board affordable housing developments being discussed at the ACHC meetings.
5. Mr. Bettez made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Approve the August voucher (monthly list of accounts payable) as presented.

6. Mr. Whittlesey opened the meeting to Public comment. Mr. Whittlesey opened the meeting to public comment. Mr. Factor let the Board know that the information that was brought to the Commission on Disabilities meeting was very informative and that he was going to be the liaison from the Commission to the Housing groups in Town. Ms. Loftus brought up her concern that appliances may not be purchased due to the change in State funding. She stated that her refrigerator needed to be replaced.
7. Ms. Kolb made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

To adjourn the meeting.

Respectfully submitted,

Kelley A. Cronin

Kelley A. Cronin
Executive Director

Attachments to the September 26 meeting:

Minutes of the August 29, 2017 meeting, MA NAHRO Fall Conference Agenda, Handout for Commission on Disabilities, Elder Bullying Letter from State, DHCD Approval of Capital Improvement Plan, DHCD e-mail regarding putting a hold on McCarthy Village siding project, DHCD Memo about budget revision due to State change in funding for extraordinary maintenance, Proposal for Feasibility Study from Baker/Wohl Architects, Proposal for Feasibility Study from Women's Institute, E-mail from Planning

Department regarding Municipal Engagement Initiative, Community Preservation Plan excerpt for Housing, August voucher