

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVE, ACTON, MA 01720
MINUTES
March 11, 2020 at 4:00pm

Present: Bernice Baran, Ryan Bettez, Nancy Kolb, and Robert Whittlesey
Also Present: Kelley Cronin
Attending: Karen Martin

Mr. Whittlesey called the meeting to order at 4:05 p.m.

1. Mr. Whittlesey explained the rules of the meeting

2. Ms. Cronin let the Board know that the development consultant and designer request for services had been advertised in the Central Register and newspaper for the following week. Both proposals were due prior to the April Board meeting. Ms. Cronin reviewed the comments that Jeff Sacks, attorney from Nixon Peabody (NP), had marked up in the Town's proposed grant agreement. The agreement had an end date of December 31, 2020 and we proposed 2022 to provide for the time necessary to get financing. The other mark ups were to request information from the Town on the results of any environmental testing that they had completed and to get permission to do our own testing prior to the end of the agreement period. Ms. Cronin explained that the Town had put an escalator clause in the agreement which allowed them to charge the Acton Housing Authority (AHA) more money if the property did not close by 2021. The increase would be based on the consumer price index. NP had advised that this would not be agreeable to funders, so we requested that clause be taken out. Mr. Bettez said that the AHA response to the Town's request for interest had stated it would take 3-5 years to get financing. The Board agreed that the AHA should request that the escalator clause be removed and the date the AHA had to get the permit and funding by extended.

3. Mr. Whittlesey asked if there were any comments or further discussion. Ms. Kolb reminded Ms. Cronin that the Board would like to get a plaque for Whittlesey Village with the names of the Board members and Director who were in place when the development was built. Mr. Bettez reminded Ms. Cronin that the Acton Community Housing Corporation had provided funds for Main street and to make sure they were invoiced. Hearing no further comments Ms. Baran made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

Adjourn the meeting at 5:30 pm.

Respectfully submitted,
Kelley A. Cronin
Kelley A. Cronin
Executive Director

Documents and Exhibits Used During the **March 11th** meeting:
Memo from Ms. Cronin to Board updated them on Main street progress dated March 10, 2020, town
Flyer for volunteer appreciation day, Grant Option Agreement with the Town for Main Street