

ACTON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
MEETING MINUTES  
January 14, 2021, at 7:00pm  
VIRTUAL MEETING

Present Remotely: Bernice Baran, Peter Berry, Nancy Kolb, and Robert Whittlesey

Also Present: Kelley Cronin

Attending: John Winslow, Philip Reville, Maura Camosse-Tsongas, Jim Snyder-Grant, Richard Keleher, Fran Osman, Maureen McLaughlin, Claire Siska, Lisa Franklin, Andy Richardt, Matt Post, Judy Hodge, John Hodge, Nancy Tavernier, Janet Adachi

Mr. Whittlesey called the meeting to order at 7:00 PM via a virtual meeting platform with no Board members in physical attendance and broadcasted via Zoom.

1. Ms. Kolb, Vice-Chair, read the script for remote meetings provided by the Town of Acton and Ms. Kolb conducted a roll call for attendance with all Board members being present.
2. The Board discussed the ground rules and asked the designers to make a presentation and take questions when their presentation is complete. Ms. Cronin introduced John Winslow and Phil Reville from Winslow Architects.

The architects presented their designs dated January 14, 2021. Mr. Winslow explained there would be 40 units which was driven by both need and making the project financially feasible. He said the units would be modular providing more efficiency and less cost and that the project was being designed to passive house standards for energy efficiency and that those standards far surpassed current building code requirements. Mr. Winslow reviewed the site and topography and explained the steep rise from Main Street to the back of the parcel. He showed how the buildings cast shadows on the parcel and showed two concepts, a large building and a village concept. Mr. Winslow showed the current site plan with the walkways and driveways.

Mr. Reville reviewed the interior units and the layout by floor. He explained the topography and its impact on the building layout with the third building having three floors to connect the hallways and the other buildings being three floors. Mr. Reville explained how the rooflines and dormers impacted the use of interior space with some storage on the top floors.

Ms. Kolb let the meeting participants know that Ms. Cronin would be calling on attendees who had questions or comments. Ms. Cronin identified that Richard Keleher had a question. Mr. Keleher identified himself as an architect and on the Design Review Board. He said he liked the design a lot, liked the massing and windows. He also said he liked the overhang and arts and crafts style. He said the retaining walls were prominent and hoped they would be real stone and not linked block. Mr. Reville said it would be handled mostly with landscaping and sloping. Mr. Keleher suggested using the ledge itself as the retaining wall and suggested some visitor parking. Ms. Kolb asked Ms. Cronin to talk about the number of spaces being used at our existing elderly parking. Ms. Cronin explained that at both senior developments owned by the Housing Authority there are not as many cars as units parking in the parking lot.

Maureen McLaughlin said she does not like the fourth floor and was concerned it was near her property. She said she lived at 24 Hayward and Mr. Winslow explained building 4 was like a two story with an attic and that it was building 3 that was four stories.

Fran Osman said she liked the elderly housing in Carlisle and asked if there could be more places to exit the building for the public. Mr. Reville pointed out the exits around the building.

Claire Siska asked if there was going to be more detail about the units and that she would like a trail that connects the housing to the proposed dog park. She also mentioned Kelly's Corner and that sidewalks stop at 348 Main Street, and she would like to see the sidewalks extended from Route 2 to the housing. Ms. Siska also suggested using pocket doors in the units.

Lisa Franklin said that people without cars also need a parking spot for people to visit and that there should be one accessible parking space for each handicapped accessible unit. Mr. Winslow said that there is a spot for each accessible spot. Ms. Camosse-Tsongas said there are places for pick up and drop off and Mr. Winslow explained the design called for more handicapped accessible units than what is required by code. The code requires 5% and this project is proposing 10%.

Andy Richardt said he thought it looked great and is excited about the number of units and asked about whether or not the two-bedrooms could have two-bathrooms so that care giver could have a separate bathroom. Bernice Baran commented that she agreed and unfortunately the units are fairly small, and it is a challenge. Mr. Winslow said that MA Department of Housing and Community Development will have a say on what is allowed but that if it is allowed architecturally, it can be done.

Matt Post said he would like to be involved in the screening since the buildings were larger than anticipated.

Fran Osman suggested shared gardens and public bathrooms and asked if it was going to be gas heated. Mr. Winslow said the heat would be electric but there is not a clear electric hot water system that can be used, and it may have to be gas.

Ms. Cronin said she would call the participant who could not access their microphone to ask a question and that no one else had their hand raised.

Ms. Baran thanked the participants for their questions and said they made her think about a lot of issues that she had not considered before. Ms. Kolb thanked people for taking the time to participate and how much she appreciated the neighbor's feedback and support.

3. Ms. Baran made a motion which was seconded by Mr. Berry and unanimously voted in the affirmative to:

***Adjourn the meeting at 8:10 pm.***

and upon roll call the "Ayes" and "Nays" were as follows:

Bernice Baran: Aye  
Ryan Berry: Aye  
Nancy Kolb: Aye  
Robert Whittlesey: Aye

The motion was unanimously approved.

Respectfully submitted,  
*Kelley A. Cronin*  
Kelley A. Cronin

Documents and Exhibits Used During the **January 14<sup>th</sup>** meeting:  
Main Street drawings and site plan from Winslow Architects dated January 14, 2021.