

ACTON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
MEETING MINUTES  
July 15, 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, Shelby Chapman Hale, Joseph Peznola, Bill Alesbury, Matt Post, Ruth Thatcher, Tom Gillespie, Fred Kinch, Andy Riichardt, Namrata Shah, David Martin, Fran Arsenault, Claire Siska, Vijay Shah, Sarah Coletti, Bob Van Meter

Ms. Kolb 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. Ms. Cronin introduced the design team. Ms. Cronin asked Phil Reville, lead architect from Winslow Architects, to make the presentation of the updated designs for the team. Mr. Reville went through the exterior and interior designs then introduced Shelby Chapman-Hale, landscape designer, from Offshoots. Ms. Hale went through a detailed description of hard and softscapes around the property. When the design team had finished Ms. Kolb asked Ms. Cronin to see if there were any comments or questions from the attendees.

Ms. Baran stated how much she appreciated the work of the design team. She stated that she had really seen the progress and how the architects had taken all the comments into account in their newest plans.

Mr. Berry discussed the investment being put into Kelley's Corner and asked if the design team had looked at the Town's plans for the streetscapes and plantings being used there. Mr. Reville said the team had met with the Town and the Town had shared their street plans for Main Street and Kelley's Corner and that had been taken into account.

Mr. Post commented on the four-story height of building three and asked about the screening around the back patio. Mr. Reville explained about the ledge and topography necessitating more height in building three and Ms. Hale described the plantings to provide screening around the back patio. Mr. Post asked where the dumpster was and expressed concern about animals and smells.

Mr. Gillespie asked about the septic design and ledge in connection to the dog park and asked about the wetland issues. Mr. Peznola from Hancock Engineering discussed the design in terms of the ledge and placement on the parcel planned for the dog park.

Mr. Van Meter asked about what was being planned to help bring the design to passive house standards. Mr. Reville discussed the heating systems, UV standards in windows and other design elements that would help the design get to passive house standards. Mr. Van Meter asked if the modular construction would help on costs. Ms. Camosse-Tsongas explained that modular helps keep the construction schedule under control which helps with tax credit financing, but it remains to be seen if modular is much cheaper.

Ms. Camosse-Tsongas reviewed the schedule for design, zoning, funding applications and construction.

Ms. Kolb said she thought the designs were fabulous and asked if there were any further comments from the audience. Hearing none, Ms. Kolb made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

*Adjourn the meeting at 7:45 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 **July 15<sup>th</sup>** meeting:  
Main Street drawings and site plan from Winslow Architects dated July 15, 2021