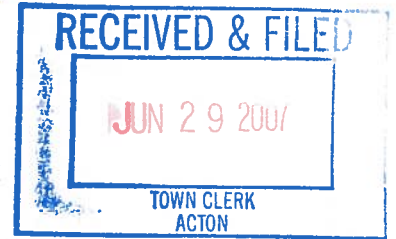


ACTON HOUSING AUTHORITY  
 BOARD OF COMMISSIONERS MEETING  
 68 WINDSOR AVENUE, ACTON MA 01720  
 MINUTES  
 OCTOBER 17, 2006



Present: Ken Sghia-Hughes, Jean Schoch, Dennis Sullivan and Robert Whittlesey  
 Absent: Bernice Baran  
 Also Present: Kelley Cronin  
 Attending: Virginia Loftus

Mr. Whittlesey called the meeting to order at 7:40 p.m.

1. Mr. Sullivan made a motion which was seconded by Ms. Schoch and unanimously voted in the affirmative to:

*Approve the minutes, as amended, of the September 28, 2006 meeting.*

2. Executive Director's Report

Ms. Cronin reported that the Budget Guidelines had been issued by the Department of Housing and Community Development and that they have authorized a 7% increase for the non-utility allowances. Ms. Cronin also reported on some emergency repairs that need to be made. There is a broken pipe in the slab at Windsor Green and some exterior fire escapes at 27 Concord Road that need to be repaired. She is working with the Department of Housing and Community Development to develop scopes of work to issue.

3. Old Business

Mr. Sghia-Hughes informed the Board about the upcoming Community Preservation Committee (CPC) request for proposals. The Board discussed possible funding requests and reviewed Housing Authority projects from across the State that had received CPC funds.

Mr. Whittlesey reported on the Zoning Board of Appeals Hearing on the ACHC's 40B proposal for Willow/Central. The Hearing went very well and many neighbors attended in support of the project. Mr. Whittlesey and Ms. Cronin spoke in favor of the proposal at the Hearing.

Ms. Cronin presented different "smoke-eater" products that could be purchased and installed in tenants units who smoke. The units clean the air of smoke in the unit of the smoker so that non-smoking neighbors will not be affected by second hand smoke. The Board recommended that Ms. Cronin ask the suppliers to give a demonstration of the units and how they work.

4. New Business

Ms. Cronin presented the 2007 Annual Plan. The Annual Plan is the same as the Plan submitted in 2006. Mr. Sghia-Hughes made a motion which was seconded by Mr. Sullivan and unanimously voted in the affirmative to:

*Authorize Robert Whittlesey to sign the PHA Certification of Compliance with PHA Plans and Related Regulations which accompany Acton's Streamlined Annual Plan.*

The Board discussed the Housing Consultant RFP.

5. September Voucher

Mr. Sullivan made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

*Approve the September 2006 voucher.*

Mr. Whittlesey adjourned the meeting at 9:05p.m.

Respectfully submitted,



Kelley A. Cronin,  
Executive Director