

ACTON HOUSING AUTHORITY
 BOARD OF COMMISSIONERS MEETING
 68 WINDSOR AVENUE, ACTON MA 01720
 MINUTES SEPTEMBER 13, 2005

Present: Bernice Baran, Ken Sghia-Hughes, Dennis Sullivan and Robert Whittlesey
 Also Present: Kelley Cronin, Scott Hayes and Peter Berry
 Not Present: Jean Schoch

Mr. Whittlesey called the meeting to order at 6:30 PM.

1. Presentation of the passive recreation space design by Scott Hayes, Foresite Engineering. Scott will give the Board some pricing to help the Board prioritize. The Director will also seek input from the residents.

2. Peter Berry, member of the Community Preservation Committee, spoke to the Board about looking at possible housing proposals for future funding. November 14, 2005 is the deadline for applications. The Board discussed possible funding proposals and thanked Peter for his interest and input.

3. Minutes of the August 23, 2005 meeting were approved

4. The Executive Director reported on maintenance and tenant issues.

5. Old Business

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

Approve Final Payment upon receipt of properly executed Certificate of Final Completion, and Subject to DHCD approval, for Septic Work at 27 Concord Road, Acton, MA 01720. The final payment to James Fenton and Son General Contracting Inc, in the amount of \$84,290.

Ms. Baran made a motion which was seconded by Mr. Sullivan and voted in the affirmative to

Authorize the Executive Director, Kelley Cronin, to sign for contract.

B. The Board discussed following up on the discussion with ACHC. The Board will coordinate any future housing proposals with the ACHC.

6. New Business

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

Tenants of the Acton Housing Authority may use grills but must adhere to the following guidelines:

1. *Grills may only be used on the ground level outside of the buildings.*
2. *Grills may not be used on decks or patios.*
3. *Grills must be kept 25ft from the exterior of buildings.*
4. *The valves on the gas cylinders must be turned off when the grill is not being used.*
5. *Grills must be kept apart from one another.*
6. *Any tenant wishing to place a grill on the property must call the office to arrange for a suitable location.*

The policy will be updated yearly depending on Fire Department regulations. If the number of grills becomes unmanageable the AHA may reconsider the policy.

7. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes which was voted in the affirmative to

Approve the August voucher.

Mr. Whittlesey adjourned the meeting at 9:00 PM.

Respectfully Submitted,



Kelley A. Cronin
Executive Director

