

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES OCTOBER 25, 2005

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

Mr. Whittlesey called the meeting to order at 7:15 PM.

1. The Minutes of the Meeting of October 11, 2005 were amended and approved.
2. Executive Director's Report
 - A. Updated the Board on office issues, trainings, meeting with Council on Aging and preparing for the Holidays.
 - B. Mr. Sghia-Hughes made a motion which was seconded by Mr. Sullivan and voted in the affirmative to:
Contract with a consultant, Gail Neibaur, for assistance in developing a Section 8 Project Based Voucher Program in an amount not to exceed \$1,200 for services as indicated in her letter. 1) Review funding (voucher) availability, 2) draft administrative plan amendment, 3) draft advertisement and submit to HUD, 4) draft request for project proposals and submit to HUD, 5) draft project selection criteria and submit to HUD.
3. Old Business
 - A. Mr. Sghia-Hughes made a motion which was seconded by Ms. Schoch and voted in the affirmative to:
Approve the proposed By-Laws change as distributed at prior meeting.
 - B. Discussed the upcoming CPC application.
4. New Business
 - A. The Board reviewed the budget revisions as prepared by the AHA's fee accountant Howard Gordon. Mr. Sullivan made a motion which was seconded by Mr. Sghia-Hughes and voted in the affirmative:
(1) That the operating budget for State-Aided Housing of the Acton Housing Authority Program 400-1 for Fiscal Year Ending 12/31/05 showing Total Revenue \$536,038 and total expenses of \$620,312, thereby requesting a subsidy of \$56,388 be submitted to the Department of Housing and Community Development for its review and approval.

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

(2) That the operating budget for State-Aided Housing of the Acton Housing Authority Program 689-1 for Fiscal Year Ending 12/31/05 showing Total Revenue \$26,724 and total expenses of \$26,478, thereby

requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval.

5. The Board approved the meeting Schedule for the rest of the year
 - Tuesday, November 8
 - Tuesday, November 22 (Thanksgiving Week)
 - Tuesday, December 13
 - No Meeting December 27
 - First Meeting for the New Year
 - Tuesday, January 10

The meeting was adjourned at 8:40PM.

Respectfully Submitted,



Kelley A. Cronin
Executive Director

