

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MEETING MINUTES
July 28, 2020 at 4:00pm
VIRTUAL MEETING

Present Remotely: Bernice Baran, Ryan Bettez and Nancy Kolb

Absent: Robert Whittlesey

Also Present: Kelley Cronin

Attending: Jim Snyder Grant, Robert Hummel, Karen Martin, Lisa Franklin, Tom Gillespie, Cathy Fochman, Clare Siska, Fred Kirk, Joe Will

Mr. Bettez called the meeting to order at 4:06 PM via a virtual meeting with no Board members in physical attendance and broadcasted via Zoom.us virtual meeting platform called the meeting to order at 4:00 p.m.

1. Mr. Bettez read the script for remote meetings provided by the Town of Acton and Mr. Whittlesey conducted a roll call for attendance with all Board members being present remotely. Mr. Bettez explained the rules of the meeting.
2. Mr. Bettez changed the order of the meeting and introduced Tom Gillespie, Chair of the Acton Dog Park Committee (ADPC), to make a presentation to the Board. Mr. Gillespie stated that the ADPC wanted to express their unanimous support for the Acton Housing Authority project on Main Street. He explained the dog park would be placed on the parcel closest to route 2 and described the park and parking area. Mr. Bettez thanked Mr. Gillespie for the Committee's support and asked if he thought the parking spaces would be enough to accommodate the dog park. Mr. Gillespie said they had visited other parks in communities around Acton and the parking should be enough. Ms. Cronin asked if the parking would be allowed on Isaac Davis Way since the Town does not control the Way. Mr. Gillespie said that Mr. Selby had said that Isaac Davis Way could be used to access the parking spots. Mr. Bettez thanked the Committee for their presentation and said the Housing Authority would defer to the Board of Selectmen to determine the best use for the land.
3. The Board reviewed the minutes of the June 30, 2020 meeting. Ms. Baran made a motion which was seconded by Ms. Kolb to;

Approve the minutes of the regular meeting for June 30, 2020.

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

Bernice Baran: Aye

Ryan Bettez: Aye

Nancy Kolb: Aye

The motion was unanimously approved.

4. Ms. Cronin reviewed the Local Screening Committee (LSC) interview process of the designers approved for selection by the State Designer Selection Committee. The LSC interviewed five firms and unanimously recommended Winslow Architects as their first choice. Ms. Camosse-Tsongas let the Board know that it was due to the team Winslow had pulled together and their expertise in modular

design and construction and passive homes design and engineering. Ms. Cronin reviewed the firm rankings by the Committee and asked the Board if they had any comments based on the firm's proposals. Mr. Bettez said it looked like there were a lot of good teams to choose from. Ms. Baran made a motion which was seconded by Ms. Kolb to;

Authorize Ms. Cronin to request a price proposal from Winslow Architects.

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

Bernice Baran: Aye

Ryan Bettez: Aye

Nancy Kolb: Aye

The motion was unanimously approved.

Ms. Cronin let the Board know that the Board of Selectmen had approved the Town Option Agreement for Main Street with changes to the date. Ms. Cronin said she would ask the Town for a clean copy for the Board to review. Ms. Cronin also let the Board know that Jon Benson had told the neighbors at the meeting that he would set up a time to meet with them to discuss Isaac Davis Way and their concerns about the Dog Park.

Ms. Cronin let the Board know she was working on the Annual Plan for their review at the next meeting. Ms. Cronin also let the Board know that their Creative Place Making application had been selected for funding by the State. Ms. Cronin said that she hoped to have the award letter with next steps by the next meeting.

5. Ms. Baran let the Board know that Janet Adachi was the Chair of the Acton Community Housing Committee and wanted the Board to invite her to a future meeting. Mr. Bettez said that the AHA should offer to go to an ACHC meeting as well. Ms. Cronin said she would extend the invitation.

Ms. Kolb said that the Community Preservation Committee was working on the new plan and application process.

6. Mr. Bettez asked if there were any comments or further discussion. Hearing no further comments Ms. Kolb made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Adjourn the meeting at 5:30 pm.

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

Bernice Baran: Aye

Ryan Bettez: Aye

Nancy Kolb: Aye

The motion was unanimously approved.

Respectfully submitted,

Kelley A. Cronin

Kelley A. Cronin

Documents and Exhibits Used During the **July 28th** meeting:

Minutes of the April 21, May 26 and June 30, 2020 meetings, Draft Town Agreement for Main Street, Proposals and PowerPoint presentations from BWA Architects, Winslow Architects, ICON, Davis Square Architects and DHK Architects, Memo to Board regarding Local Screening Committee recommendations, Email from DHCD regarding Creative Placemaking Award, Five year Capital Plan Projects, Annual Plan Calculator, Maintenance Plan Narrative