

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MINUTES
September 26, 2023, at 3:00pm
VIRTUAL MEETING

Present: Bernice Baran, Peter Berry, Nancy Kolb, Sahana Purohit, and Melissa Wingfield
Also Present: Kelley Cronin
Attending: Call In User 1

Ms. Kolb called the meeting to order at 3:02 PM via a virtual meeting platform with no Board members in physical attendance and broadcast via Zoom.

- I. Ms. Kolb read the rules of the remote meeting and conducted a roll call for attendance with all Board members being present.
- II. New Business

Ms. Kolb asked for a motion to approve the minutes. Ms. Wingfield made a motion, which was seconded by Ms. Baran to;

Approve the minutes of the August 22, 2023, meeting as amended.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Peter Berry: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye

The motion was approved.

Ms. Cronin reviewed the Public Housing Notice on vacancies and explained the ongoing problems with the centralized waiting list and the impact on unit turnover.

Ms. Kolb opened the hearing on the Annual Plan. There were no public comments. Ms. Cronin let the Board know the plan had been amended after input from the Resident Advisory Committee to add push open doors for the Windsor Green community room and handicapped building doors. The Board reviewed the Annual Plan and Capital Plan.

Ms. Cronin reviewed the bid tally and low bidder for the Jennifer Path roof replacement project. Ms. Baran made a motion, which was seconded by Ms. Wingfield to;

Approve Ms. Cronin entering a contract with the low-bidder, Alfa Design Build, Inc. in an amount not to exceed \$42,000.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Peter Berry: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye

The motion was approved.

Ms. Cronin and Ms. Kolb briefed the Board on a meeting to look at the preliminary results of a Town Rehab Trust. The Board discussed that the model does not appear to be financially feasible and asked Ms. Cronin to let the Select Board know the AHA would not be able to play a role with the current model being proposed.

Ms. Cronin reviewed the change order for the kitchen and bath modernization project at Yankee Village project #002095 due to the tub drain needing to be replaced. Mrs. Berry made a motion, which was seconded by Ms. Wingfield to;

Approve the Change Order in the amount of \$485 for Project #002095.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye

Peter Berry: Aye

Nancy Kolb: Aye

Sahana Purohit: Aye

Melissa Wingfield: Aye

The motion was approved.

Ms. Cronin let the Board know that the Town of Boxborough reached out because they have some property they would like to develop as affordable housing. Ms. Kolb suggested further discussions with Boxborough.

Ms. Cronin and Ms. Purohit discussed the proposed transfer tax to raise resources for affordable housing development.

IV. Old Business

Ms. Kolb let the Board know she had made a presentation to the Lions Club on McManus Manor.

Ms. Cronin let the Board know the Sewer Project has not received their permit yet from the Department of Transportation which is delaying McManus Manor being able to go out to bid. Ms. Cronin also let the Board know that the senior park on Main Street is going to be a multi-year effort.

Mr. Berry gave an update on Community Preservation Committee activities. The Board discussed submitting a proposal for a window replacement project at McManus Village.

Ms. Baran gave an update on the Acton Community Housing Corporation meetings and let the Board know Common Ground was interested in building family housing on Massachusetts Avenue, but it was not clear if there is enough sewer capacity there.

Ms. Cronin updated the Board on Mass NAHRO advocacy for more capital funding in the Housing Bond Bill.

Ms. Purohit and Ms. Baran updated the Board on the Select Board meeting.

V. The Board reviewed and discussed the June voucher. Ms. Baran made a motion, which was seconded by Ms. Wingfield and unanimously voted in the affirmative to:

Approve the August voucher with a total expenditure of \$476,757.70 as presented.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Peter Berry: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye

The motion was approved.

VI. Ms. Kolb asked if there were any community members who wanted to comment and hearing none asked for a motion to adjourn. Ms. Wingfield made a motion which was seconded by Mr. Berry and unanimously voted in the affirmative to:

Adjourn the meeting at 4:30 pm.

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye
Peter Berry: Aye
Nancy Kolb: Aye
Sahana Purohit: Aye
Melissa Wingfield: Aye

The motion was approved.

Respectfully submitted,

Kelley A. Cronin
Executive Director

Documents and Exhibits Used During the **September 26th** meeting:

Minutes of the August 22, 2023, meeting, 2024 Annual and Capital Plans, List of all Capital Projects since 2012, Roof Replacement Jennifer Path Bid Tally and Low Bidder Reference Check, Rehab Trust Narrative and Financial Model and Notes from proponents, 2022 Financial Audit and AUP, Change Order project#002095, PHN 2023-17 Vacancy Initiative, Walk Against Hate Flyer, August Voucher