

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
August 23, 2016

Present: Bernice Baran, Ryan Bettez, Ken Sghia-Hughes Nancy Kolb and Robert Whittlesey
Also Present: Kelley Cronin
Attending: Fran Osman, Virginia Loftus, Terra Friedrichs

Mr. Whittlesey called the meeting to order at 4:00 p.m. and explained the rules of the meeting.

1. The Board reviewed the minutes of the previous meeting. Ms. Kolb made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Approve the minutes of the July 26, 2016 meeting.

2. Ms. Cronin let the Board know that there are hearings scheduled for the proposed regulation changes regarding the tenant Board position on September 20. Ms. Cronin explained that the current implementation schedule for the tenant position should take place in 2018. Ms. Cronin reviewed the quarterly bank statement balances and will do a chart comparing the quarterly balances for the past year and half. Ms. Cronin reviewed DHCD's wage match certification which was then signed by the Chair.
3. Ms. Cronin discussed the new Regional Capital Assistance Team (RCAT) agreement between the Acton Housing Authority and the Chelmsford Housing Authority. Ms. Cronin said that she was told that the Board did not need to approve the agreement, that the Department of Housing and Community Developments (DHCD) position is that since the RCAT program was created by the State legislature a Board vote approving participation in the program is not required. Ms. Cronin said she is concerned the language in the agreement is fairly broad. Ms. Cronin let the Board know that Ms. Kolb had offered to be on the RCAT Board and she will hopefully be appointed and be able to keep the AHA informed of the RCAT's mission and policy directions.

Ms. Cronin reviewed the furniture that residents had previously approved for the community room. Once the floor and heat replacement projects are finished the goal is to purchase new furniture for the community room.

Ms. Cronin, Mr. Bettez and Mr. Whittlesey discussed their meeting with Mathew Selby, the new Director of Land Use and Economic Development. They discussed the AHA's desire to find land where new units can be built.

Ms. Cronin presented the only price proposal received for the counter replacement at the 689 project. The proposal was from Norfolk Hardware for \$6,469.

4. Mr. Sghia-Hughes updated the Board on Community Preservation Committee activities. Ms. Baran updated the Board on Acton Community Housing Committee activities.
5. Ms. Baran made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

Approve the July voucher (monthly list of accounts payable) as presented.

6. Mr. Whittlesey made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

Adjourn the meeting.

Respectfully submitted,

Kelley A. Cronin
Executive Director

Attachments to the August 23, 2016 meeting:

Minutes of the July 26, 2016 meeting, Second Quarter Bank Account Balances, DHCD memo on Wage Match, Wage Match Certification, RCAT Services Agreement, Community Room Furniture Price Proposal, Countertop Replacement Proposal, July Voucher