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ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
SPECIAL MEETING MINUTES
October 20, 2009

TOWN CLERK, ACTON

Present: Bernice Baran, Nancy Kolb, Dennis Sullivan and Robert Whittlesey
Absent: Ken Sghia-Hughes
Also Present: Kelley Cronin

Mr. Whittlesey called the meeting to order at 11:00 a.m.

1. Ms. Cronin presented the Board with a change order request from Joe Squillante, Inc. the roof contractor. The State Department of Housing and Community Development (DHCD) had miscalculated the square footage of the roof. DHCD's construction advisor, Tom Hackenson, measured the roofs and determined the contract should be amended to include the cost to furnish and install an additional 30 square of asphalt shingles. Ms. Baran made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

To approve the change order and increase the original contract sum by \$8,000.


2. Ms. Cronin presented the Board with three proposals to do site work at 27 Concord Road, including replacing the existing driveway, replacing the retaining walls and replacing the walkway.

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

Approve the lowest bid and award the contract to Littleton Earthworks in the amount of \$20,733.

3. The Board discussed the 2009 Community Preservation Committee funding round and decided to submit an application for Sachem Way development funds.

The meeting was adjourned.


Respectfully Submitted,
Kelley A. Cronin
Executive Director