

ACTON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
MINUTES  
May 27, 2021, at 4:00pm  
VIRTUAL MEETING

Present: Bernice Baran, Peter Berry, Nancy Kolb, and Robert Whittlesey  
Also Present: Kelley Cronin  
Attending: Jim Snyder-Grant, Tom Gillespie, and Fred Kinch

Mr. Whittlesey called the meeting to order at 4:01 PM via a virtual meeting platform with no Board members in physical attendance and broadcasted via Zoom virtual meeting platform.

- I. Ms. Kolb read the rules of the remote meeting and Mr. Whittlesey conducted a roll call for attendance with all Board members being present. The Board reviewed the minutes of the April 27, 2021, meeting, including the Executive Session. Ms. Kolb made a motion, which was seconded by Ms. Baran to;

***Approve the minutes of the regular and executive session meetings for May 27, 2021.***

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

Bernice Baran: Aye  
Nancy Kolb: Aye  
Robert Whittlesey: Aye  
Peter Berry: Aye

The motion was unanimously approved.

II. Executive Director Update

Ms. Cronin discussed COVID re-opening guidance and asked the Board for input on the office being open to the public. The Board wanted to continue meeting residents and applicants by appointment or outside and will consider office protocols again at the next meeting.

Ms. Cronin let the Board know there had not been a lot of response to the job postings, but she would continue to advertise the positions and update the Board at the next meeting. Ms. Kolb mentioned that retired people are good candidates for part-time work and vocational schools would be good places to reach out to.

III. New Business

Ms. Cronin discussed the progress of the Main Street designs. She let the Board know that the architects would be making a presentation at their June meeting, then present to the wider community in July. Ms. Cronin let the Board know that the Finance Committee had voted on the Dog Park. The Finance Committee had asked Ms. Cronin to ask the Board if they are supporting Town funding for the Dog Park but since the FinComm had already voted the Board did not discuss the issue.

Ms. Cronin said she was working on revising the capital plan to defer kitchen and bath updates so that the driveway and parking lot at Windsor could be repaved. Ms. Cronin mentioned the possibility of having electric charging stations. Mr. Snyder-Grant explained the different types of charging meters.

Mr. Berry told the Board that he was on the Green Advisory Board and wanted to make sure the Main Street project was green. Ms. Cronin said she was being interviewed by the Town's new sustainability director to on the climate action plan.

The Board reviewed the summer schedule and decided to continue meeting virtually for the summer meetings. Ms. Cronin let the Board know that Mr. Whittlesey's 100<sup>th</sup> Birthday was being celebrated on September 22<sup>nd</sup>.

### III. Old Business

Ms. Baran updated the Board on Acton Community Housing Corporation activities and let the Board know Ms. Cronin was presenting the designs to the Acton Community Housing Committee at the meeting on June 14<sup>th</sup>.

Ms. Kolb updated the Board on Community Preservation Committee and that the Main Street project would be voted on at Town Meeting next month.

IV. The Board reviewed the April voucher. Ms. Baran made a motion, which was seconded by Mr. Berry and unanimously voted in the affirmative to:

***Approve the April voucher as presented.***

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

Bernice Baran: Aye

Peter Berry: Aye

Nancy Kolb: Aye

Robert Whittlesey: Aye

The motion was unanimously approved.

V. Mr. Whittlesey asked if there were any public comments. Ms. Baran made a motion, which was seconded by Mr. Berry and unanimously voted in the affirmative to:

***Adjourn the meeting at 5:12 pm.***

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

Bernice Baran: Aye

Peter Berry: Aye

Nancy Kolb: Aye

Robert Whittlesey: Aye

The motion was unanimously approved.

Respectfully submitted,

*Kelley A. Cronin*

Kelley A. Cronin

Executive Director

Documents and Exhibits Used During the **May 27<sup>th</sup>** meeting:

Minutes of the April 27<sup>th</sup> meeting and executive session, State COVID Guidance effective May 29, 2021, Public Housing Notice 2021-07 Guidance and Best Practices Post-COVID 19 Vaccinations, April voucher