

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MINUTES
January 4, 2022, at 3:00pm
VIRTUAL MEETING

Present: Bernice Baran, Peter Berry, Nancy Kolb, Robert Whittlesey, and Melissa Wingfield
Also Present: Kelley Cronin
Attending: David Martin and Nancy Corcoran

Mr. Whittlesey called the meeting to order at 3:00 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.
- II. The Board discussed the upcoming Select Board meeting. The Select Board (SB) put on their meeting agenda the possible use of ARPA funds to help the Acton Housing Authority (AHA) with some of their capital needs and the potential use of Energy Efficiency funds to replace old appliances.

Ms. Cronin reviewed the items to present to the SB for Board comment. The Board looked at the Facilities Condition Index created by the State Department of Housing and Community Development (DHCD) which identifies almost \$7,000,000 in expired components at the AHA. Ms. Cronin explained that DHCD provides \$150,000/year in capital funds and explained that at the current rate it would take 44 years to replace all the expired components. Ms. Cronin reviewed the capital plan and PowerPoint presentation.

Mr. Berry discussed the Green Advisory Board discussions about the appliances and their desire to encourage the purchase of induction ovens which use less energy. Only certain pots and pans can be used with induction stove tops and the Board discussed the burden purchasing new pots and pans may put on tenants.

Ms. Kolb and Ms. Baran discussed the upcoming Community Preservation Committee meeting and what the Acton Community Housing Committee, Habitat and the Regional Housing Services Organization were applying for.

Ms. Kolb asked about communication between the AHA and SB. Ms. Cronin gave a synopsis about follow up with Mr. Martin since the last meeting. Mr. Martin was recognized by Ms. Kolb to add comment. Mr. Martin let the Board know he was speaking for himself and not the SB. Mr. Martin expressed his interest in making sure the AHA reputation was not harmed. Ms. Kolb discussed working jointly on common areas of interest, such as helping low-income residents in Town. Mr. Berry discussed the community outreach efforts that were being taken with Acton TV and the Beacon. The Board thanked Mr. Berry for spearheading this effort.

Ms. Cronin updated the Board on the funding application for Main Street and the Home Rule process. Ms. Cronin let the Board know replaced batteries from smoke detectors had started the small fire in the maintenance room and that the Fire Department did an excellent job of containing the fire with minimal water damage. She also let the Board know that COVID was now impacting staff, even though everyone had been vaccinated

- III. Ms. Kolb asked if there was any comment from people in attendance and recognized Ann Corcoran. Ms. Corcoran said she was proud of the AHA's efforts to create new housing for people in Town who need it at Main Street. Ms. Kolb thanked Ms. Corcoran for her support.

The Board discussed the time of the next meeting on January 25th and agreed to start the meeting at 3:00pm. Ms. Kolb asked if there were any further comment and there was none. Mr. Whittlesey made a motion, which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Adjourn the meeting at 4:24 pm.

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

Bernice Baran: Aye

Peter Berry: Aye

Nancy Kolb: Aye

Robert Whittlesey: Aye

Melissa Wingfield: Aye

The motion was unanimously approved.

Respectfully submitted,

Kelley A. Cronin

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Executive Director

Documents and Exhibits Used During the **January 4th** meeting:

Facilities Condition Index, Capital Needs Power Point, Capital Plan 2012-2022, Brookline Home Rule Petition