

ACTON HOUSING AUTHORITY  
 BOARD OF COMMISSIONERS MEETING  
 68 WINDSOR AVENUE, ACTON MA 01720  
 MINUTES  
 November 25, 2008

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

Mr. Whittlesey called the meeting to order at 7:30 p.m.

1. Mr. Sullivan made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:  
*Approve the minutes of the October 28, 2008 meeting.*
2. Ms. Cronin reported that she was informed by the DHCD asset manager that they had approved emergency funds for the deck repair at Windsor Avenue. She updated the Board on maintenance staffing.
3. Ms. Kolb proposed that there only be one Board meeting per month. The Board agreed and decided that special meetings would be called to address issues that arose between Board meetings as needed.

The Executive Director discussed the proposed budget and Executive Director's contract for 2009. She discussed the new Capital Planning system being implemented by DHCD. They are offering trainings on the new software system in December. She also discussed the Authority's holiday activities.

4. Ken Sghia-Hughes updated the Board on the Community Preservation Committee. Ms. Cronin discussed the Acton Community Housing Committee's offer to provide resources for the AHA to purchase a unit in a new 40B on Massachusetts Avenue. The ACHA is hoping the AHA can assist with management after the units are developed.

Ms. Cronin discussed the Acton Leadership Forum hosted by the A-B United Way and the Board of Selectmen. She also discussed an upcoming meeting with the Town Manager, Eliot Human Services and the Benkerts.

5. Ms. Kolb made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to:  
*Approve the October voucher (monthly list of accounts payable) as presented.*

The meeting was adjourned at 10:00 p.m.

Respectfully Submitted,  
 Kelley A. Cronin, Executive Director

