



ACTON HOUSING AUTHORITY BOARD MEETING
MINUTES JUNE 28, 2005

Meeting was called to order by Jean

Representative James Eldridge and Senator Pam Resor attended the meeting to present Betty McManus with a proclamation thanking her for her many years of service to the Acton Housing Authority and residents of Acton and Boxborough.

1. Jean made a motion which was seconded by Bernice to approve the minutes from the meetings of May 24th and June 9th with some grammatical changes.
2. Approval of vouchers tabled until next meeting
3. Executive Director's Report
 - A. Siding Issues
Need some siding replaced at Windsor Green and McCarthy Village. Received a cost estimate from Fred Siding in Maynard for \$5/sq. ft. State has asked us to get another estimate.
 - B. Windsor Green Tenant Smoking Issue
Newspaper article handed out where the courts upheld the rights of tenants not to have to inhale second hand smoke. Reported that tenant in Windsor Green who smokes is using a smoking machine and the complaining tenant has noticed a big difference. DHCD is drafting a response to the tenant's complaint regarding this matter.
 - C. McCarthy Village Trees Removed
Some trees were removed at McCarthy Village
 - D. Windsor Green Parking Lot
Betty reported that Jimmy Fenton said the parking lot does not need to be sealed until next year.
 - E. Report on Acton's Joint Board Comprehensive Permit Policy
There is a comprehensive policy being developed by Judy Barret. The Selectmen, Planning Committee and ACHC are involved. The consultant suggested that the committee identify reasons a 40B would be denied as a place to start, for example, in an already congested area, or an historic district.
 - F. Neighbors of Eliot House Voice Concerns
Betty reported that one of the neighbors did not realize they were moving next to a group home when they purchased their property. They had concerns that their daughter was being watched in the past, but the resident involved has since moved out. They were also concerned about the number of visits to the property by emergency personnel.
4. Old Business
 - A. McCarthy Village- Board Vote on Engineering Firms
AHA received two bids for the passive recreation space at McCarthy Village. One proposal was for \$19,000 and the other was for \$4,500.

Ken made a motion which was seconded by Bob to select Foresite Engineering which had proposed completing the work for \$4,500.

- B. Faulkner Mill Report
The development proposed for this site has been halted because of issues concerning the impact on the aquifer.
 - C. Woodlands at Laurel Hill
The developer does not want the Town to monitor the affordable units. The Town and ACHC have been advocating for the developer to set aside a certain amount of units for people between 60-80% of median. The developer would only agree to a general goal of serving some people between 60-80% but would not agree to specific amount of units for people at 60% and 70%. The Board thought this was disappointing.
 - D. AHA's Condo Purchase
Betty reported that the developers of Wampus have agreed to sell the AHA a two bedroom unit on the second floor for \$150,000.
 - E. Willow/Central Street Project
The neighborhood is supporting the concept of affordable housing at the Willow and Central Street location. The ACHC will be proposing the development of affordable housing at the location with the potential of new housing units which would be purchased by the AHA.
 - F. Eliot House Septic Replacement
DHCD has committed to providing up to \$53,479 towards the cost of the new septic at 27 Concord Street. The Board will ask the State to pay their portion of the septic replacement first.
 - G. Ellsworth Village
Betty reported that this proposal for 55+ housing seems to be moving forward.
 - H. Keyspan Proposal
Keyspan is putting together a proposal to convert our heat at Windsor Green from electric to gas. Have not received the proposal yet.
 - I. FSS Application Update
Betty updated the Board about the Family Self-Sufficiency application process. She informed the Board that there is a possibility that the program will not be renewed by HUD. She said the real emphasis has been on home ownership over the last two years and the AHA does not have a home ownership program.
5. New Business
- A. Collateral Agreement to be signed by Board and Bank of America and Middlesex
Bob agreed to review the agreement and report back to the Board at the next meeting. In the agreement the Banks will insure any AHA money above the \$100,000 insured by the federal government.
 - B. Signature stamp for Board and Executive Director
The Board members and Executive Director put their signature on cards so that each member can get a stamp to sign with. There will only be one stamp/person so the board members will have to bring their stamps with

them to Board meetings. This is being done to cut back on the amount of time needed to sign checks. It was explained by Betty that the State requires the Board to oversee the finances and signing checks is part of the Board oversight role. This means that checks can not be directly deposited to landlords checking accounts.

- C. The Board appointed Ken to represent the AHA for another term on the Community Preservation Committee.
- D. The Board spent about 20 minutes signing checks then adjourned.

Respectfully Submitted,



Kelley A. Cronin
Executive Director