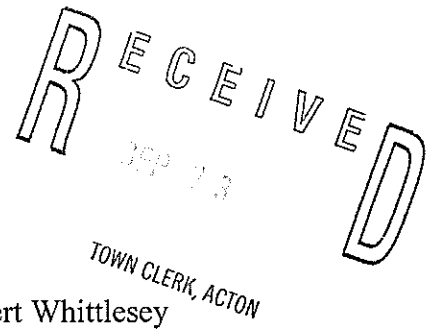


ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
1-2 SACHEM AVENUE, ACTON MA 01720
MINUTES
July 30, 2013



Present: Bernice Baran, Ken Sghia-Hughes, Nancy Kolb and Robert Whittlesey
Absent: Ryan Bettez
Also Present: Kelley Cronin
Attending: Janet Adachi, Marion Maxwell

Mr. Whittlesey called the meeting to order at 4:00 p.m.

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

Approve the minutes of the July 8, 2013 meeting.

2. Ms. Cronin let the Board know that Flair Carpet had finished the Vinyl Tile replacement in the common hallways of Windsor Green. Ms. Baran made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

To approve the certificate of final completion for the vinyl composite tile replacement project #02033 with Flair Carpet, Inc. for \$17,612.

Ms. Cronin reviewed the State Contract for Financial Assistance Amendment for Formula Funding from MA Department of Housing and Community Development (DHCD). The AHA's formula funding award was for \$197,820 and has been extended to the period ending June 30, 2015. Of the funding award \$20,145 was for the Vinyl Tile Replacement Project. Ms. Kolb made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Approve the Resolution authorizing the Amendment to the Capital Improvement Workplan No. 2023. (Resolution is attached)

Ms. Cronin updated the Board on the Sale of 48 Great Road units 11 and 12. The closing on the units did not happen because the unit next to the AHA's had a water line leak that went into unit 11 and caused damage which was detected on the walk through. The AHA is having an emergency contractor remove the drywall and effected areas and hopes to have the unit ready to show again soon.

The Board signed the paperwork for the new accounts for Whittlesey Village.

3. Ms. Cronin updated the Board on the tenant selection process for Whittlesey Village. There were no further updates.

4. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

Approve the June voucher (monthly list of accounts payable) as presented.

The meeting was adjourned.

Respectfully submitted,

Kelley A. Cronin
Executive Director

Attachments for the July 30, 2013 meeting:

Minutes of the July 8, 2013 meeting, Certificate of Final Completion for Vinyl Composite Tile Replacement Project at Windsor Green, DHCD Contract for Financial Assistance Amendment, Letter from DHCD for CFA Amendment, June Voucher



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EXTRACTS FROM THE MINUTES OF A REGULAR MEETING OF THE ACTON HOUSING AUTHORITY HELD ON TUESDAY, JULY 30, 2013

The members of the Acton Housing Authority met in regular session at 1-2 Sachem Way, in the Town of Acton, Massachusetts, at 4:00p.m. on Tuesday, July 30, 2013. The Meeting was called to order by the Chairperson, and upon roll call, those present and absent were as follows:

PRESENT: Robert Whittlesey, Chairman
Ken Sghia-Hughes, Assistant Treasurer
Bernice Baran, Treasurer
Nancy Kolb, Secretary

ABSENT: Ryan Bettez

The following resolution was introduced by Nancy Kolb, read in full and considered:

RESOLUTION AUTHORIZING AMENDMENT #1 TO CONTRACT FOR
CAPITAL IMPROVEMENT WORK PLAN CONTRACT
FOR
STATE-AIDED CAPITAL IMPROVEMENT WORK PLAN NO. 5001,
PROJECT NO. 2023 FOR HOUSING PROGRAM FOR ALL
DEVELOPMENTS, INCLUDED BUT NOT LIMITED TO 667-1, 667-2,
689-1,705-1, 705C-1-6. NOW, THEREFORE, BE IT HEREBY
RESOLVED BY THE MEMBERS OF THE ACTON HOUSING
AUTHORITY, AS FOLLOWS,

Section 1. The Authority shall enter into a contract with the Commonwealth of Massachusetts in the form submitted at this meeting and contract in the name of Acton Housing Authority under its corporate seal, and the Secretary is hereby authorized to attest to the same.

Section 2. The Authority hereby requests the Director of the Department of Housing and Community Development (Commissioner of the Department of Community Affairs) enter into such contract with the Authority and the Commonwealth of Massachusetts to approve such contract.

Section 3. The Officers of this Authority shall be, and they are hereby authorized and directed, on and after the execution of said contract by the respective parties thereto, to do and perform on behalf of the Authority all acts and the things required of the Authority to perform fully all of its obligations thereunder.

Section 4. This resolution shall be effective immediately. Nancy Kolb moved that the foregoing resolutions be adopted as introduced and read, which motion was seconded by Bernice Baran, and upon roll call the "Ayes" and "Nays" were as follows:

Ayes 4 Nays 0

The Chairperson thereupon declared said motion carried and said resolution adopted.