

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
472 MAIN STREET, ACTON MA 01720
MINUTES
July 8, 2013

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TOWN CLERK
ACTON

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

Mr. Whittlesey called the meeting to order at 7:00 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 May 28, 2013 meeting, as amended.

2. The Board discussed the Board of Selectmen's (BOS) meeting and the joint vote to appoint Ryan Bettez to the Housing Authority Board. Mr. Bettez had filled out the volunteer application sent by the BOS.

Ms. Cronin gave the Board an operational update. There were six units that turned over in June. One of the units is being held up because it is a transfer and the tenant has bed bugs. Ms. Cronin has notified the tenant that they need to do the proper preparation for the bed bug treatment to be effective. The resident had not done the proper preparation for prior pest treatment. The pest company is coming out for the third and final treatment. If the tenant has not prepared the unit properly again the AHA will have to evict the resident.

Ms. Cronin updated the Board on the Housing Choice Voucher Program and the effects of sequestration. In order to be operating at budgeted level the number of vouchers utilized should be 144. The hope had been that attrition would bring the vouchers down more significantly but as of the date of the meeting there are still 151. vouchers being utilized. This means that the reserves are being used, as authorized by the Board. Ms. Cronin went over the memo from the AHA's accountant Howard Gordon explaining that at the end of May \$41,840 has been used from the Net Restricted Assets to cover the voucher rents and \$6,355 of the administrative reserves has been used to cover operating costs.

3. Ms. Cronin let the Board know that the Department of Housing and Community Developments (DHCD) High Leverage program did not include units at Sachus Way and therefore the AHA could not apply for funds for the family units. Windsor Green and the condominium units are included on the list of eligible properties. The Board will need to prioritize funding requests and coordinate the proposal with Community Preservation Fund applications.