

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
OCTOBER 28, 2014

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

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

1. The Board reviewed the minutes of the previous meeting. Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Approve the minutes of the September 16, 2014 meeting.

2. Ms. Cronin updated the Board on operations. She let the Board know that she had hired Mark Mercurio, Property Manager for the Town of Townsend, for the maintenance position. Ms. Cronin discussed candidates who applied for the Family Self-Sufficiency program and her recommendation for hiring. Ms. Cronin let the Board know that two units at Windsor Green and one at McCarthy Village had become vacant. She let the Board know that the State Auditors were still reviewing files. So far the auditors have not identified any issues that need to be addressed.

3. Ms. Cronin updated the Board on progress moving forward on the emergency maintenance response collaboration with the Hudson Housing Authority. Ms. Cronin also let the Board know that the Westford Housing Authority may be looking for assistance. The Board discussed the visit to the Chelmsford Housing Authority (CHA). The Board and Ms. Cronin were impressed with the amount and quality of affordable housing units that have been developed by the CHA and their Director, David Hedison over the past ten years. Ms. Cronin would like to see if the AHA can find a way to create affordable assisted housing for seniors by redeveloping the existing units or finding new space to build more, like the CHA.

The Board discussed the proposal by Acton for Boston Community Development (ABCD) to pay for the replacement of the existing heating system with air source heat pumps. Ms. Cronin expressed concern with the placement of the compressors next to the sliders. She is concerned that this will take away outdoor space from residents and look unsightly. The Board discussed the benefits of having over \$300,000 invested in new heating systems at no cost to the Housing Authority. Mr. Sghia-Hughes visited the Marlborough Housing Authority to see the air source heat pumps there and shared pictures of the compressors. The consensus was that the investment was badly needed and the Board would make a final decision at the next meeting after seeing the ABCD proposal.

The Board discussed the 2014 Community Preservation Fund application and recommended applying for a housing consultant to help with developing affordable units. Ms. Cronin said she would write a proposal for the Board to review.

The Board reviewed the Request for Proposals for two new units to be purchased in 2015. The Board discussed the new unit purchased at 4 Drummer Road, unit C5. Ms. Cronin had let the Board know that there was a sewer betterment attached to the property prior to the closing. The Board had expressed to Ms. Cronin approval for her to go forward with the closing despite the betterment. Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Absorb the betterment fees for the sewer connection that exist for the property and make the regular payments to the Town for this betterment.

Ms. Cronin reminded the Board that the Metropolitan Area Planning Council was holding a meeting at the Littleton Police Station to discuss housing authority collaborations on Thursday, October 30th.

4. Ms. Cronin updated the Board on the status of the on-going capital projects. Ms. Cronin let the Board know that the Department of Housing and Community Development (DHCD) had not provided HA's any guidance yet on the State Public Housing Reform legislation including the process for implementing the tenant Board member. Mr. Sghia-Hughes updated the Board on Community Preservation Committee activities. Ms. Kolb made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Appoint Mr. Sghia-Hughes to another term representing the Acton Housing Authority on the Community Preservation Committee.

Ms. Baran updated the Board on Acton Community Housing Corporation activities and let everyone know that there was a meeting to discuss a new housing production plan on December 11th.

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

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

The meeting was adjourned.

Respectfully submitted,

Kelley A. Cronin
Executive Director

Attachments for the meeting October 28, 2014:

Minutes of the September 18, 2014 meeting, specifications from Bruce Ledgerwood from ABCD for the air source heat pump installation at Windsor Green, draft Request for Proposals for two condominium units/duplex purchase, lottery agent proposal from Sudbury Housing Trust and MCO Housing Services, Community Preservation application for housing consultant, September Voucher