

ACTON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
68 WINDSOR AVENUE, ACTON MA 01720  
MINUTES  
March 29, 2016

Present: Bernice Baran, Ryan Bettez, Ken Sghia-Hughes Nancy Kolb and Robert Whittlesey  
Absent: Nancy Kolb  
Also Present: Kelley Cronin  
Attending: Virginia Loftus, Lisa Franklin, Terra Friedrichs, Dan Factor, Michaela Moran, Susanne Fuller, and Royce Fuller

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

1. Mr. Whittlesey explained the rules of order for conducting the meeting. The Board reviewed the minutes of the two previous meetings. Ms. Baran made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

***Approve the minutes of the February 23 and March 16, 2016 meetings.***

2. Mr. Whittlesey decided to change the order of business and introduced Terra Friedrichs so she could present her proposal to look at funding more affordable units through a local option tax. Ms. Friedrichs handed out an information sheet on her proposal to advocate in Acton for a real estate transfer tax to purchase condominium units for low income households in Acton. She would like the Acton Housing Authority (AHA) to be the vehicle for this. She talked about how there are lots of condominium units available for purchase every year and the cost of the units is cheaper than the construction of new housing. Dan Factor spoke about how he thinks there is a real need for more affordable housing. He said justice delayed is justice denied and that is the result of the long waiting list for affordable housing throughout the State. The Board said that the Community Preservation fund is paid through a local option tax and that the AHA has purchased new units with CPA funding. Mr. Whittlesey said that for the local option tax to occur it would require multiple levels of support at Town Meeting and the State. The Board thanked Ms. Friedrichs for her presentation and wished her luck in her efforts to get support for funding more housing.

Ms. Cronin let the Board know that the AHA had submitted renewal applications for the Family Self-Sufficiency and Acton Boxborough United Way program. She also let the Board know that the current Family Self-Sufficiency coordinator was leaving at the end of April to take a job in her home Town. The position will be posted and Ms. Cronin hopes to have a new person start by June.

Ms. Cronin let the Board know that she made a reasonable accommodation request to have one of the sliding doors at Windsor Avenue replaced at an accessible unit. It is the main egress used by the resident and the maintenance staff is unable to repair the door. The State Department of Housing and Community Development approved the request and amended the capital plan to include funding for the door. Ms. Baran made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

***Approve amendment #5 to the capital improvement work plan #5001 in the amount of \$3,000.***

Ms. Cronin let the Board know that she had solicited three quotes for the replacement of the sliding doors at Windsor Avenue. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

***Authorize Ms. Cronin to enter into contract with Maynard Door and Window in the amount of \$4,774 to replace two doors at Windsor Green project number #002054.***

Ms. Cronin let the Board know that the flooring replacement for the community room and office at Windsor Avenue had been bid. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

***Authorize Ms. Cronin to enter into a contract with the lowest qualified bidder as long as there are three bids for the flooring replacement project #002052.***

3. The Board discussed what kind of housing they believe is a priority to build. Ms. Baran asked about the Section 8 waiting list. Ms. Cronin said there are over 300 households on the Section 8 waiting list and that list is not broken out by bedroom size. She said that on the number of local residents on the waiting list for State senior housing is 77, under 60 disabled housing is 8, 2 bedroom family 8 and 3 bedroom family 20. Mr. Bettez and Sghia-Hughes discussed the need for senior housing based on the list but expressed concern about funding. Ms. Cronin let the Board know that Rita Farrell should have some information on the feasibility of the parcels for the next meeting.

Mr. Sghia-Hughes said there had not been any Community Preservation Committee meetings since the last Board meeting.

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

***Approve the January and February vouchers (monthly list of accounts payable) as presented.***

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

***Adjourn the meeting.***

Respectfully submitted,

Kelley A. Cronin  
Executive Director

Attachments to the March 29, 2016 meeting:

Minutes of the February 23 and March 16, 2016 meeting, Salary Schedule and Certification, Letter of Award from DHCD for reasonable accommodation funds, Capital Plan Amendment #5, Windsor Green Sliding Door price proposal, Real Estate Transfer tax proposal, January and February Vouchers