

RECEIVED
JUN 17 2010

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
September 29, 2009

TOWN CLERK, ACTON

Present: Bernice Baran, Ken Sghia-Hughes, Dennis Sullivan and Robert Whittlesey
Absent: Nancy Kolb
Also Present: Kelley Cronin

Mr. Whittlesey called the meeting to order at 7:30 p.m.

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

Approve the minutes of the August 11, 2009 meeting.

2. The Board discussed the results of the interviews with the development consultants. The Board decided that the strongest candidate for the position was Rebecca Plaut Mautner. Mr. Sghia Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Award the Development Consultant contract to Rebecca Plaut Mautner in an amount not to exceed \$91,520.

The Board instructed Ms. Cronin to have the attorney, Sue Cohen, add language to the contract that would identify back up coverage for Ms. Plaut Mautner.

The Board discussed the next steps in the Designer Selection process. Ms. Cronin let the Board know that the State Designer Selection Committee meeting would be held on October 21st. The Board discussed next steps for the Local Screening Committee and community process going forward.

Ms. Cronin presented the Board with the only proposal for the purchase of an additional family housing unit. The proposal was submitted by 442 Massachusetts Avenue, L.L.C. for a new construction unit. The unit is 2 bedrooms and is part of a 4 unit development known as Lalli Terrace. The unit is being offered for \$140,000 and the Acton Community Housing Committee will be providing the funds for the purchase.

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

Authorize the Executive Director to make an offer to purchase and enter into a purchase and sale agreement with 442 Massachusetts Avenue, L.L.C, with the

proviso that the purchase must be approved by DHCD and that any inspection issues identified are addressed to the AHA's satisfaction.

Ms. Cohen will be providing legal services for the transaction.


The Board authorized Ms. Cronin to finalize the HUD 5-Year Plan and submit it on behalf of the Acton Housing Authority.

3. Ms. Cronin updated the Board on the status of the roof replace project and deck project and Windsor Green. She also discussed the driveway, retaining wall and walk replacement at 27 Concord Road, the boiler replacement at Sachem Way and the lawn and sprinkler system at Willow/Central. Mr. Sghia-Hughes updated the Board on Community Preservation activities. Ms. Baran updated the Board on the Acton Community Housing Committee activities.
4. August Voucher

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

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

The meeting was adjourned.


Respectfully Submitted,
Kelley A. Cronin
Executive Director