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TOWN CLERK, ACTON

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720

MINUTES
May 31, 2011

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

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 April 26, 2011 meeting.

2. Ms. Cronin updated the Board on operations. Ms. Cronin updated the Board on the MA NAHRO Conference. At the Conference the MA Department of Housing and Community Development (DHCD) informed Housing Authorities (HA's) that they needed to develop a Language Access Plan. HA's must determine the population of non-English speaking residents that they serve and identify how they will assist these residents in communicating with HA employees and in reading documents. DHCD is currently translating their housing documents into three languages, Spanish, Chinese and Haitian Creole. The plan is not due until next year and DHCD will cover the requirements more completely at the Fall MA NAHRO Conference. Senator Eldridge was identified by MA NAHRO as sponsoring a budget amendment to increase the Operating Budgets for HA's. Ms. Baran suggested that it would be nice to gather the Boards and staff of HA's in Senator Eldridge's district to discuss common issues and concerns. The Board appreciates the Senator's efforts and would like to find ways to work with other HA's to support Senator Eldridges Housing Committee agenda.
3. The Board discusses issues that need to be addressed to help the Sachem Way development move along. Ms. Cronin will follow up with the North Acton Treatment Plant to find out the status of their approval request to DEP for more capacity. Mr. Whittlesey would like to ask the Architects to identify the price differential for septic vs. treatment plant. The Board discussed the need to have a new community process and zoning application if Sachem Way has to go septic. Ms. Cronin let the Board know that the Sudbury Housing Authority had put their new development project out to bid and the price proposals were 15% higher than the cost estimates.

Ms. Cronin let the Board know that she was convening a community meeting for residents to review the capital assessment inventory and the identified projects that the AHA would like to implement. The Board can finalize the plan after input is solicited from AHA residents. Ms. Cronin also let the Board know that there would be a resident meeting at Windsor Green to go over the proposed new policies,

including the no-smoking in units policy. Ms. Cronin has approached some smokers to discuss the proposed no-smoking policy and one has already raised the possibility of a legal challenge.

4. Mr. Sghia-Hughes did not have any new updates for Community Planning Committee. Ms. Baran updated the Board on Acton Community Housing Committee. The Towne Building closed on the loan for the new units.
5. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

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

The meeting was adjourned.

Respectfully submitted,


Kelley A. Cronin, Executive Director

Attachments: March 22, 2011 Minutes, DHCD CFA Extension 1004, Board Resolution and Certifications for CFA Extension 1004, First Quarter Financial Statements, HUD FSS Award, MHP Award, Capital Improvement Report, Manette Donovan, Esq. Proposal