

RECEIVED
JUL 14 2011

TOWN CLERK, ACTON

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

MINUTES
May 25, 2010

Present: Bernice Baran, Ken Sghia-Hughes, Nancy Kolb, Dennis Sullivan and Robert Whittlesey
Also Present: Kelley Cronin
Attending: Rebecca Mautner, Bennie Berr

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

1. The Board discussed the current design for Sachem Way with Bennie Berr from Baker/Wohl Architects. The Board made several changes to the design. The Board also discussed the financials and zoning process with the development consultant Rebecca Mautner. The Board decided to discuss the sale of the three units at 48 Great Road with DHCD. The proceeds from the sale will be used for the construction of new units at Sachem Way.

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

Approve the minutes of the April 27, 2010 meeting.

3. Ms. Cronin discussed the change order for the deck replacement at Windsor Green. More of the decking needed to be replaced than had been specified in the bid documents. Ms. Baran made a motion which was seconded by Ms. Kolb and unanimously voted in the affirmative to:

Approve the second change order for Windsor Green Deck Replacement, Fish No. 002016 in the amount of \$9,650.30.

Ms. Cronin presented the certificate of final completion to the Board. The decks were inspected by the architect and found to have been built to specifications. Mr. Sullivan made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

Approve the Certificate of Final Completion for the Windsor Green Deck Replacement, Fish No. 002016 and approve the final payment in the amount of \$20,430.30. The adjusted contract sum is \$125,199.30.

4. Ms. Cronin updated the Board on the search for a maintenance laborer. Ms. Cronin informed the Board of her conversations with the Boxborough Housing Board. The Boxborough Board believes that they are not authorized to use the Housing Trust funds for units outside of Boxborough. They are interested in creating additional

units in Boxborough and would like the AHA's assistance. Ms. Cronin let the Board know that Mass Housing Partnership (MHP) would like the AHA to visit property in Harvard. MHP is looking for a new entity to own and manage these units. Ms. Cronin let the Board know she would schedule a time to visit the property.

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