

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
August 9, 2011

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

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

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

Approve the minutes of the June 26, 2011 meeting.

2. Ms. Cronin updated the Board on operations. Ms. Cronin went over the punch list from the Engineer on the boiler replacement project. The AHA accompanied the engineer and plumber on the inspection of the installed boilers. The Engineer certified that the work was substantially complete and submitted the certificate to the AHA for approval. After reviewing the punch list Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

Approve the certificate of substantial completion for Boiler and Furnace Replacement Project, DHCD Fish No 002020.

3. Ms. Cronin went over the list of projects that residents submitted for consideration in the Capital Plan. Ms. Cronin went over the list of priorities, that after careful consideration of resident input, the AHA would like the Board to consider. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

Approve the Capital Plan as presented for submittal to the Department of Housing and Community Development.

Ms. Cronin gave the Board a memo from DHCD and explained the option for LHA's to re-determine rents for 667 residents biennially. Most 667 residents are on fixed incomes that do not fluctuate significantly from year to year. Any resident whose income goes up or down 10% or more must report it to the LHA. The change only affects residents whose income does not change by 10% or more. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

To apply for a waiver to suspend annual rent reviews and re-determinations for 667 residents.

4. The Board discussed the Community Preservation Committee Application which is due in November. The Board is considering applying for funding to fill any financial gaps in Sachem Way funding. Ms. Baran updated the Board on Acton Community Housing Committee. The ACHC would like to help purchase some more low-income rental units.
5. Ms. Baran made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to:

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

The meeting was adjourned.

Respectfully submitted,



Kelley A. Cronin
Executive Director

Attachments: June 26, 2011 Minutes, Punch List from Norian/Siani Engineering for the Boiler Replacement Project, Certificate of Substantial Completion for Boiler Replacement Project, Application and Certificate for Payment for the Boiler Replacement Project, List of Capital Projects Requested by Tenants, AHA Priorities for Capital Plan by Year, DHCD E-mail Explaining Process for Suspending Redetermination of Rents for 667 Program, Draft Vote and Extract from Meeting for Vote to Suspend Redetermination of rent for 667 program, Smoking Policy Discussion Handout, June Voucher