

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
March 25, 2014

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

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

1. The Board reviewed the minutes of the previous meeting. Ms. Baran made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to:

Approve the minutes of the February 25, 2014 meeting.

2. Ms. Cronin let the Board know that three units have turned over in the past few months. Ms. Cronin updated the Board on the business of the Massachusetts Chapter of the National Association of Housing and Redevelopment Authorities, (MA NAHRO). MA NAHRO Legislative day was discussed.

Ms. Cronin reviewed the current rent collection policy of the Acton Housing Authority (AHA) and the relevant State rent collection regulations and lease provisions. Ms. Cronin recommended updating the policy to reduce the amount of time allowed for payment agreements, add the language for the State required late fee and other minor adjustments. The Board asked Ms. Cronin to bring a revised draft for review to the next meeting.

Ms. Cronin discussed the need for Human Resources assistance. The AHA does not have a Human Resources staff and the laws are updated and changed regularly. Ms. Cronin proposed contracting out for these services. The Board asked Ms. Cronin to create a request for services for their review.

3. Ms. Cronin let the Board know that the Meadows project was moving forward with the duplex. Ms. Cronin let the Board know that the AHA had to submit a five year plan to the Department of Housing and Urban Development (HUD) this year. The AHA will need to appoint a Resident Advisory Board (RAB) made up of current Housing Choice Voucher recipients, to assist the AHA in reviewing and making policy recommendations. Ms. Cronin said she would bring recommendations for the RAB to the next meeting.
4. Ms. Cronin updated the Board on capital projects. The State still has not provided a work order to hire an architect for the door replacement project at Windsor Green. Kang and Associates is the project architect for the window replacement project and they are working on the bid documents. The design work for the heat replacement project at Windsor Green is almost complete and Ms. Cronin expects to have a funding proposal and energy audit available for the Board to review by the next meeting.

Ms. Cronin updated the Board on the floor repair at Whittlesey Village.

The Board discussed the MA NAHRO proposal to reform public housing and the Citizens Housing and Planning Associations' (CHAPA) proposal to reform public housing. Mr. Whittlesey expressed his view that the State had to do something to change the way Housing Authorities were administered. Mr. Whittlesey stated that in Europe the government is letting the private sector run the affordable housing programs and that consolidation would improve efficiency. Mr. Bettez expressed his concern that if the Housing Authorities (HA's) were not kept local there would be no support in local communities for Housing Authority sponsored projects. The Board wanted Ms. Cronin to draft a letter to Senator Eldridge reiterating their desire to keep the control of HA's in local communities hands with the ability to create collaborations between communities.

Mr. Sghia-Hughes let the Board know that the Community Preservation Committee's proposal for use of funds would be voted on at Town Meeting. He said the AHA proposal was not controversial and he was hopeful for support at Town Meeting. Ms. Baran updated Board members on Acton Community Housing Corporation activities.

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

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

6. The Board went into executive session to discuss tenant account receivables.

The meeting was adjourned.

Respectfully submitted,

Kelley A. Cronin
Executive Director

Attachments for the meeting March 25, 2014:
Minutes of the February 25, 2014 meeting, AHA Rent Collection Policy, Memo from Executive Director to Board on State Regulation 760 CMR 6.04 and State Lease related to rent collection, Human Resources Services offered by Paychecks, House Bill 1094, February Voucher