

ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
July 28, 2015

Present: Bernice Baran, Ryan Bettez, Nancy Kolb, Ken Sghia-Hughes and Robert Whittlesey
Also Present: Kelley Cronin
Attending: Chingsung Chang, Virginia Loftus

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 Ms. Kolb and unanimously voted in the affirmative to:

Approve the minutes of the July 28, 2015 meeting.

2. Ms. Cronin let the Board know that the single audit was ongoing. She let the board know there would be an updated quarterly and vacancy report at the next meeting.
3. The Board reviewed the waiting list statistics from Ms. Cronin for the State Public Housing and Section 8 programs. Currently the local residents who are on the top of the waiting list applied on the following dates;

One bedroom 60 years of age and older- applied in February of 2011, 62 local households on the list
One bedroom under 60 years of age- applied December 2010, 10 local households on the list
Two bedroom- applied August 2013, 19 local households on the list
Three bedroom- applied March 2010, 21 local households on the list
Section 8- applied April 2009, 324 local households on the list

The Board discussed the waiting list in relation to determining need for more affordable housing units. The Board discussed potential locations for development. Ms. Cronin went over the list of some publicly owned parcels that the planning department identified. The Board asked Ms. Cronin to look those properties up at Town Hall and provide a list to the Board for review.

Ms. Cronin went over the Department of Housing and Community Development (DHCD) Notice of Fund Availability (NOFA) Spring 2015 for Affordable Housing Competition. Ms. Cronin went over the different program guidelines for the various funding pools available in the NOFA and the priority populations meant to be served by the different funds. Ms. Cronin also reviewed DHCD's Request for Proposals for High Leverage Asset Preservation Program (HILAP). HILAP can be used to modernize existing public housing units and make them more accessible to meet the current needs of residents.

The Board discussed the need for mixed income assisted living units which could offer a variety of services for people who needed few to many services. Ms. Cronin suggested that trying to create assisted units where services existed already, such as a new senior services center and public health nursing services, might be ideal. The Board wanted to look into the Council on Aging efforts to find a new site for a senior center. The Board discussed the upcoming Town Meeting to vote on purchasing the property adjacent to route 2 and route 27.

The Board discussed Boxborough's new Community Preservation fund and the potential for collaborating with Boxborough on future affordable housing development. There are several Boxborough Town Committees working on affordable housing activities. Ms. Cronin let the Board know she was going to meet with the Boxborough Town Planner to get an update on affordable housing efforts in Boxborough.

4. Ms. Baran updated the Board on Acton Community Housing Corporation activities. She let the Board know that there was a proposal for mixed housing uses on Elm Street and that there was a community meeting. She said most of the neighbors were not supporting the number of units being proposed.

Mr. Sghia-Hughes updated the Board on the Community Preservation Committee needs assessment and discussed the housing plan.

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 for the July 28, 2015 meeting:

Minutes of the June 30, 2015 meeting, Acton Housing Wait List Data, Acton Community Preservation Plan, MA Department of Housing and Community Development Notice of Fund Availability Spring 2015 for Affordable Housing Competition, MA Department of Housing and Community Development Request for Proposals for High Leverage Asset Preservation Program, Boxborough Housing Committees List, Special Town Meeting Announcement for August 4, June voucher