ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
JANUARY 23, 2007

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| Present: | Jean Schoch, Ken Sghia-Hughes, and Robert Whittlesey |
| Absent: | Bernice Baran and Dennis Sullivan |
| Also Present: | Kelley Cronin |

Mr. Whittlesey called the meeting to order at 7:40 p.m.

1. Mr. Sghia-Hughes made a motion which was seconded by Ms. Schoch and unanimously voted in the affirmative to:
   *Approve the minutes of the January 9, 2007 meeting.*

2. Executive Director's Report
   Ms. Schoch announced that she was not running for re-election. Ms. Cronin had approached some residents to see if they were interested in running for the Board but they declined. An Acton resident who use to work for the School Department has expressed an interest in running. Ms. Cronin and Ms. Schoch will be meeting with her.

3. Old Business
   Ms. Cronin presented the revised language for the contract with the Housing Consultant, Michael Jacobs. Mr. Sghia-Hughes made a motion which was seconded by Ms. Schoch to:
   *Authorize the Executive Director to enter into a contract with Michael Jacobs for consulting services, as described in the revised proposal, for no more than $10,000.*
   Mr. Sghia-Hughes gave the Board an update on the Community Preservation Committee. Ms. Cronin presented the Board with a draft letter to the CPC in response to issues that the Town's attorney, Stephen Anderson, had raised about the AHA's proposal. The Board suggested some additions and edits to the letter.

4. New Business
   Ms. Cronin discussed financial difficulties with the 689 program. The amount of emergency capital improvement projects at that property have wiped out the reserves. Ms. Cronin handed out a letter she sent DHCD outlining the issues. DHCD has approved the budget revision for this account. The AHA's asset manager at DHCD is trying to get additional funds from the Department for the septic project that was completed in 2005. Ms. Cronin has begun conversations with the vendor, Eliot Community Mental Health Center, about a new lease. The vendor has been informed that the rent will have to be increased to create enough revenue for an operating reserve.

5. Mr. Whittlesey adjourned the meeting at 8:45.

Respectfully submitted,

Kelley A. Cronin
Executive Director