

ACTON HOUSING AUTHORITY  
 BOARD OF COMMISSIONERS MEETING  
 68 WINDSOR AVENUE, ACTON MA 01720  
 MINUTES  
 FEBRUARY 13, 2007

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

Mr. Whittlesey called the meeting to order at 7:35 p.m.

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

*Approve the minutes as amended of the January 23, 2007 meeting.*

2. Executive Director's Report  
 Ms. Cronin announced that Nancy Kolb, a retired Acton Public School Administrator, was running for Ms. Schoch's vacant seat. Ms. Schoch and Ms. Cronin were both very excited about Ms. Kolb joining the Board. She was the head of Pupil Services for the Acton Public Schools and her knowledge and experience should be a real asset to the Housing Authority.

Ms. Cronin reported that she was conducting the Section Eight Management Assessment Program (SEMAP) audit. The certification is due to the Department of Housing and Urban Development on March 1, 2007. It is a thorough audit of the Housing Authorities management of the Section 8 Program.

Ms. Cronin, Mr. Sullivan and Mr. Whittlesey reported on their visit to the Falmouth Housing Authority (FHA). Mike Jacobs, the AHA's housing consultant, also went on the trip. The Director of the FHA, Bob Murray, has created 150 new units of affordable housing over the past 10 years with a non-profit set up to assist the Housing Authority. All three were very impressed with his accomplishments. Mike Jacobs will be using the FHA as a model when he presents his report to the Board in March.

3. Old Business  
 Mr. Sghia-Hughes reported that a couple of proposals had withdrawn their funding requests from the Community Preservation Committee (CPC). The CPC has more resources to allocate and the hope is that more money will be allocated to housing proposals before the Committee.

Ms. Baran reported that the Acton Community Housing Committee (ACHC) has issued the Request for Proposals (RFP) for Willow Central. The RFP will be available at Town Hall.

## 4. New Business

Mr. Whittlesey discussed the need to create a non-profit. The Housing Consultant will be making a presentation for the Board to analyze at the March meeting. Mr. Whittlesey outlined the ways a non-profit could more easily develop affordable housing than a Housing Authority.

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

*Approve the December voucher.*

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

*Approve the January voucher.*

## 5. Mr. Whittlesey adjourned the meeting at 9:00.

Respectfully submitted,



Kelley A. Cronin  
Executive Director