ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
MARCH 27, 2007

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

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

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

   Approve the minutes of the March 13, 2007 meeting as amended.

2. Executive Director's Report
   Ms. Cronin handed out a copy of Nancy Kolb's question and answer article that appeared in the Beacon. She passed out the application that was submitted to the United Way. She discussed the problems with a condominium unit located at Great Road which recently turned over. There is a rotted sill in the floor that needs to be replaced. The construction manager from the Department of Housing and Community Development (DHCD), Tom Hackenson, inspected the unit and is writing up a scope of work. Ms. Cronin will send it with a letter to the Great Road Condominium Trustees to let them know they need to repair it.

3. New Business

   Ms. Cronin handed out a copy of the Contract for Capital Improvements that was sent from DHCD. The Septic contract for the 689 program is being amended for an additional $7850.

   The attached resolution was introduced and read by Mr. Whittlesey. Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

   Approve the resolution as read by Mr. Whittlesey. (see attached)

   Ms. Cronin handed out Executive Order 481-Contractor Certification. The Executive Order prohibits the hiring of undocumented workers on state contracts. In order to comply with Executive Order 481, Mr. Sghia-Hughes made a motion which was seconded by Ms. Baran and unanimously voted in the affirmative to:

   Authorize Mr. Whittlesey to sign the Contract Certification form on behalf of the Housing Authority.

The Board discussed the next steps for Michael Jacobs, the Housing Consultant. The Board agreed to invite the housing consultant to the next meeting on April 24th and ask Michael Jacobs to facilitate a more detailed conversation about needs and types of housing for the Board to consider.

4. Old Business

   A. Mr. Sghia-Hughes discussed the Town Meeting warrant that included the AHA's CPC applications.
   B. Ms. Baran updated the Board on the Willow Central bids and process for selecting a developer.

5. Mr. Whittlesey adjourned the meeting at 9:30.

Respectfully submitted,

Kelley A. Cronin
Executive Director