ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
68 WINDSOR AVENUE, ACTON MA 01720
MINUTES
JULY 10, 2007

Present: Bernice Baran, Nancy Kolb, Ken Sghia-Hughes, Dennis Sullivan and Robert Whittlesey
Also Present: Kelley Cronin
Attending: Michael Jacobs, Housing Consultant

Mr. Whittlesey called the meeting to order at 7:00 p.m.

1. Mike Jacobs, the housing consultant, presented the Pro-Forma he developed for the development of 12 family units at Sachem Way. He proposed 6 duplexes with project based subsidies using CPA and State funds. The project appears to be feasible. Mr. Jacobs will develop another Pro-Forma for another site in Acton.

2. Mr. Sullivan made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to:

   Approve the minutes of the June 26, 2007 meeting.

3. Executive Director's Report
   Ms. Cronin reported that the audit had concluded and there were no findings. The Board will receive a copy of the report when Walsh and Associates sends it to HUD and DHCD.

   Ms. Cronin reported that the United Way had funded the AHA's application for $4,000. The grant will fund additional staff time to provide services to families in state-aided housing.

4. New Business
   A. Election of Officers. Mr. Sullivan made a motion which was seconded by Mr. Sghia-Hughes and unanimously voted in the affirmative to elect the following Officers to the Board:

Chairman	***Robert Whittlesey***
Vice-Chair	***Dennis Sullivan***
Treasurer	***Bernice Baran***
Assistant Treasurer	***Ken Sghia-Hughes***
Secretary	***Nancy Kolb***

   B. Executive Director Contract
   Ms. Cronin reported that the State was creating a new salary schedule for Executive Directors and new Budget Guidelines for 2008. She asked the

Board to extend the existing contract until the State published their Guidelines and Salary Schedule. Mr. Sullivan made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to:

Extend the Executive Director's employment contract until September 25, 2007.

C. Condominium Purchases
The Executive Director informed the Board that a LIP application must be filed for the Town to get credit for the two units the AHA is purchasing.

5. Old Business

A. CPC Update
Mr. Sghia-Hughes updated the Board on CPC issues and let them know that the applications will be due in November this year.

B. ACHC Update
Ms. Baran updated the Board on ACHC issues and let them know that Willow Central is expected to close on July 31, 2007.

Mr. Whittlesey adjourned the meeting.

Respectfully submitted,

Kelley A. Cronin
Executive Director