

ACTON HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
MEETING MINUTES  
January 5, 2021 at 4:00pm  
VIRTUAL MEETING

Present Remotely: Bernice Baran, Ryan Bettez, Nancy Kolb, and Robert Whittlesey

Also Present: Kelley Cronin

Attending: Jim Snyder-Grant, Peter Berry, John Winslow, Phil Reville, Maura Camosse-Tsongas, Lisa Franklin, Virginia Loftus, Susan Lyons, Fred Kinch, Paulette Farmer, Claire Siska, Acton Women's Club

Mr. Whittlesey called the meeting to order at 4:00 PM via a virtual meeting platform with no Board members in physical attendance and broadcasted via Zoom.

1. Ms. Baran read the script for remote meetings provided by the Town of Acton and Mr. Whittlesey conducted a roll call for attendance with all Board members being present.
2. Ms. Cronin introduced Susan Lyons and Virginia Loftus to as residents who are interested in being on the Board and in attendance. The Board welcomed them and asked them to introduce themselves. Ms. Lyons let the Board know she is a grandmother raising her grandchildren and that she has experience managing shelter and housing and thinks her experience would be an asset to the Board. Ms. Loftus said she had been attending meetings for a long time and would like to be on the Board. She said she has been a resident for twenty-two years and thinks she has a lot to contribute.
3. Ms. Cronin introduced the design team, John Winslow and Phil Reville, from Winslow Architects and Maura Camosse-Tsongas, development consultant. Mr. Winslow walked the Board through the site plan, parking, driveway, terrace, retaining walls, and elevations. The Board discussed the number of parking spaces, need for storage and height of building three. Mr. Winslow explained how the elevator access and ledge in the upper part of the lot impacted the designs and height of building three.

Mr. Winslow went through the floor plans of each building and the various lay outs of the units. The Board discussed the pros and cons of having a door between bathroom and bedroom as shown on the different unit layouts. The door provides direct access but reduces useable wall space for furniture and closet space for storage. The Board also discussed the small unit size. Ms. Tsongas explained that the unit size was a requirement of the funding agencies.

4. Mr. Whittlesey asked if there were any comments or further discussion. Ms. Loftus talked about having a shorter retaining wall. Ms. Farmer said she was a physical therapist and thought the design was fabulous and she did not think the short walk to bathroom would be an issue.

Mr. Bettez thanked the Board and the AHA for what they do. Mr. Bettez said he was sorry to be leaving the Board, but happy Mr. Berry would be stepping in to finish his term. Mr. Bettez also expressed his admiration for Mr. Whittlesey and all that Mr. Whittlesey has done for affordable housing over the decades. The Board and Ms. Cronin thanked Mr. Bettez for his work on the Board and let him know he would be missed. Mr. Whittlesey asked if there were any more

comments and hearing none, asked for a motion to adjourn. Ms. Kolb made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

***Adjourn the meeting at 5:05 pm.***

and upon roll call the “Ayes” and “Nays” were as follows:

Bernice Baran: Aye

Ryan Bettez: Aye

Nancy Kolb: Aye

Robert Whittlesey: Aye

The motion was unanimously approved.

Respectfully submitted,

*Kelley A. Cronin*

Kelley A. Cronin

Documents and Exhibits Used During the **January 5<sup>th</sup>** meeting:

Main Street drawings and site plan from Winslow Architects, Pre-construction notes from Winslow Architects dated 12/22/20, Board Meeting Schedule for 2021