

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

September 13, 2016

Present: Ryan Bettez, Ken Sghia-Hughes and Robert Whittlesey  
Absent: Bernice Baran and Nancy Kolb  
Also Present: Kelley Cronin  
Attending: Fran Osman and Terra Friedrichs

Mr. Whittlesey called the meeting to order at 4:00 p.m. and explained the rules of the meeting.

1. The Board reviewed the minutes of the previous meeting. Mr. Sghia-Hughes made a motion which was seconded by Mr. Whittlesey and unanimously voted in the affirmative to:

***Approve the minutes of the August 23, 2016 meeting.***

2. Ms. Cronin reviewed the summary of the quarterly bank account balances for the past two years. Ms. Cronin pointed out that the Family Housing Initiative (FHI) account balances changed due to purchases of condominium units and Acton Community Housing Corporation (ACHC) providing funding for the purchases. Ms. Cronin reminded the Board that the FHI account was also used to purchase a new truck in 2015.
3. Ms. Cronin discussed the schedule for submitting fiscal 2017 capital and operating budgets. The budget is due in December so Ms. Cronin has asked the accountant to have a draft available for the Board to review in early November. The accountant will attend the November meeting to go over in detail with the Board. Ms. Cronin let the Board know that there will be tenant meetings in November to solicit input regarding capital needs. She will provide the Board with a list for their review. The Capital budget can be approved and submitted at the December meeting.
4. Mr. Sghia-Hughes made a motion which was seconded by Mr. Bettez and unanimously voted in the affirmative to:

***Approve the August voucher (monthly list of accounts payable) as presented.***

5. Mr. Whittlesey opened the meeting to public comment. Ms. Freidrichs stated that she was having a meeting with the Commission for Persons with Disabilities and was going to discuss how the Acton Housing Authority money for development could be used. Ms. Freidrichs suggested some condominium units that were available and the Board said the money would probably be used to leverage other resources to develop several units not just one.

Ms. Osman let the Board know that the Board of Selectmen had recommended using Town funds to purchase the River Street property and not use Community Preservation funds for the purchase. A committee will be appointed to determine the best use of the property.

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

***To adjourn the meeting and enter into executive session for the purposes of discussing a real estate purchase at 53 River Street.***

Respectfully submitted,

Kelley A. Cronin  
Executive Director

Attachments to the September 13, 2016 meeting:

Minutes of the August 23, 2016 meeting, Quarterly Bank Account Balances for past two fiscal years, DHCD budget guidelines, August Voucher

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68 WINDSOR AVENUE, ACTON MA 01720  
EXECUTIVE SESSION MINUTES

September 13, 2016

Present: Ryan Bettez, Ken Sghia-Hughes and Robert Whittlesey  
Absent: Bernice Baran and Nancy Kolb  
Also Present: Kelley Cronin

The Board reviewed the Town presentation for the property at 53 River Street which proposes a mix of housing and open space uses. Ms. Cronin let the Board know that the Town is presenting elderly housing for property and that she had a price proposal from Baker/Wohl to conduct a feasibility analysis. The Board decided that there was no reason to spend money before the committee meets and recommends housing as a use on the property. The Board discussed the different housing uses that would be desirable at that location and hopes to have a position on the Committee so that AHA can have input on housing type.

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

*Adjourn the meeting.*