

**ACTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MINUTES
May 14, 2024, at 3:00p.m.
VIRTUAL MEETING**

Present: Bernice Baran, Peter Berry, Nancy Kolb, and Melissa Wingfield
Absent: Sahana Purohit
Also Present: Kelley Cronin
Attending: Fran Arsenault, Melissa Bible, Maura Camosse-Tsongas, Lisa Franklin, Jeff Bergart

- I. Ms. Kolb called the meeting to order at 3:00 p.m. via a virtual meeting platform with no Board members in physical attendance and broadcast via Zoom virtual meeting platform. Ms. Kolb read a roll call for attendance with all Board members being present except Ms. Purohit.
- II. New Business

Ms. Cronin reviewed the proposals received from each of the contractors. All four proposals were close in price, the difference between the low and high bidder was less than ten percent. The development team, Winslow Architects, Anser Advisory, Stone Soup Collaborative and Ms. Cronin interviewed all four contractors. Ms. Cronin and Ms. Camosse-Tsongas reviewed the strengths of the two low-bidders, L.D. Russo, and Delphi Construction. Ms. Camosse-Tsongas discussed value engineering with the selected contractor to bring the price down.

Delphi Construction had many concrete ideas about material changes to reduce the cost of the project. Ms. Camosse-Tsongas said due to the two-year delay while the sewer project was being designed and bid, inflation has increased prices and there will be a gap even after the value engineering. Ms. Camosse-Tsongas told the Board the State will want to see an additional local commitment of funds prior to considering additional State resources. The Board discussed ideas for raising funds. The Board discussed both proposals and after reviewing the strengths of both teams Mr. Berry made a motion, which was seconded by Ms. Wingfield to;

Approve a conditional award to Delphi Construction, Inc. for the development of McManus Manor and authorize Ms. Cronin to enter into value engineering discussions.

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

Bernice Baran: Aye

Peter Berry: Aye

Nancy Kolb: Aye

Melissa Wingfield: Aye

The motion was approved.

- III. Ms. Kolb asked if there was any public comment. Mr. Bergart asked questions about the cost of the project and expressed hope that the sewer project would be able to move forward. Hearing no other comments, Ms. Kolb asked for a motion to adjourn. Ms. Wingfield made a motion which was seconded by Mr. Berry and unanimously voted in the affirmative to:

Adjourn the meeting at 4:08 p.m.

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

Bernice Baran: Aye

Peter Berry: Aye

Nancy Kolb: Aye
Melissa Wingfield: Aye

The motion was approved.

Respectfully submitted,

Kelley A. Cronin

Kelley A. Cronin
Executive Director

Documents and Exhibits Used During the **May 14th** meeting:

McManus Manor construction bids from Delphi Construction, Dellbrook/JKS, LD Russo, Allegrone Construction, GC Bid Cost Leveling Comparison, General Contractor Selection Narrative