

ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held July 17, 2008, at 7:00 AM in room 126 of the Acton Town Hall. Present and constituting a quorum for the purpose of conducting business were: Dan Buckley, Kevin McManus, Naomi McManus, Nancy Tavernier and Bernice Baran the designated voting member for the Regular Meeting.
Pam Shuttle: Associate Member

- 1). Ms. Tavernier, Chair, called the Regular Meeting to order at 7:00 AM.
- 2). Dan Buckley moved to approve the minutes of the Regular Meeting of June 19, 2008. Bernice Baran seconded the motion and all members voted in favor.
- 3). ACHC's IRS Tax Exempt Status & Amendments to Articles of Organization
Ms. Tavernier explained that Peter Farrow, ACHC's legal counsel for the tax exemption has been in contact with the Internal Revenue Service as well as Massachusetts Secretary of State's office regarding the language the IRS has requested in the ACHC's Articles of Organization for its 501c3 designation. He has found a way to amend the corporate charter that does not require legislative action.
Dan Buckley moved to restate the Articles of Organization to include the language requested by the IRS. Naomi McManus seconded the motion and all members voted to approve.
- 4). Updates
 - A). Willow Central
A successful Ribbon Cutting Celebration was held at the Acton Housing Authority's (AHA) three bedroom duplex. The developer submitted his final invoice for \$11,968 which was for project upgrades i.e. hardwood floors, walk ways and granite curbing. There remains \$1,989 from the grant provided by Steinberg & Lalli Fund. The ACHC members agreed to give the AHA the funds to be used at their discretion for their duplex. The Authority's unit will be occupied by a local family August 15th.
 - B). 442 Mass Avenue Project
Ms. Tavernier reported that consultant; Dan Gaulin met with the Design Review Board to present the proposed project. The Design Review Board made a number of suggestions that the consultant will discuss with the developer. The ACHC members discussed that in order to provide 3 new construction Affordable Units to be sold at \$140,000 the project has a tight construction budget. It was noted the proposed project does not provide for any profit for the developer.

5). Old Business

A). Condo Buydown Program

Ms. Tavernier related a conversation she had with the ACHC's Condo Buydown Consultant, Judy Barrett regarding the current real estate market and how to measure current housing needs. Ms. Barrett suggested that the ACHC might develop a Capital Improvement Plan which would provide funds for home repairs for Seniors so they could remain in their own homes and funds for market unit opportunities for low income rental housing, an ongoing identified need. The members discussed Ms. Barrett's suggestions. Dan Buckley moved to offer the AHA \$100,000 to purchase a condo unit for their low income housing program to take advantage of the low housing prices. Naomi McManus seconded the motion and all members voted in favor.

B). Down Payment Assistance

Ms. Tavernier received a Down Payment Assistance Application from a current client of the AHA who is prepared to purchase a two bedroom unit at Somerset Hills. Nancy Tavernier moved to provide \$2,400 for the down payment assistance to the AHA's client. Kevin McManus seconded the motion and all members voted in favor.

C). Towne Building Project

Ms. Tavernier reported that developer Steve Joncas of Common Ground Development Corporation met with the Acton Selectmen to present the proposed project plans. After the presentation the Selectmen unanimously voted to support the project. She noted Common Ground has submitted their Comprehensive Permit Application to the Board of Appeals (BOA). The need for immediate roof repairs was discussed and it was suggested that once the Comp. Permit is issued the cost of repairs might be paid with funds from the Town's Housing Gift Fund that has been committed to the project.

D). Alexan's BOA's Hearing Update

Ms. Tavernier reported that Acton is in agreement with the traffic mitigation being proposed by the developers. The issue of a Large Project determination, drainage, a second access point and a contribution to Acton's affordable housing has not been resolved to date.

E). 111-113 School Street Project

Ms. Tavernier reported that she met with developer, Glen Kaufman at the site. He would like to demolish the barn and rehab the current building for 4 condo units. The site is in the Historic District and he needs to seek approval from the Historical Commission for demolition.

F). 93 & 113 Central Street Project

The developers have received a letter from Mass Housing approving the 2 projects.

6). New Business

A). First Time Homebuyers course

The members agreed to defer the Homeowners 201 Course scheduled for September and reschedule it for the spring of 2009.

7). The Regular Meeting adjourned at 8:30 AM. The next Regular Meeting was scheduled for August 21, 2008 at 7:00 AM.

Respectfully submitted,

Naomi McManus, Clerk