

ACTON COMMUNITY HOUSING CORPORATION
Minutes Monday, September 24, 2018 Room 126, Acton Town Hall

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Monday, September 24, 2018 at 7:30 PM in room 126 of the Acton Town Hall. Present and constituting a Quorum for the purpose of conducting business were regular members Nancy Tavernier, Lara Plaskon, Bob VanMeter, Dan Buckley. Dan was made a voting member for the night.

Guests:

- Pat Clifford
- Janet Adachi (BOS)

Nancy Tavernier, Chair, called the meeting to order at 7:30 PM. Lara Plaskon was appointed Clerk for the meeting.

I. The **Minutes** from the Meeting of 8/20/18 were read and approved.

II. **Financial Report**

Monthly Report

Checking balance - \$3,726 Savings balance - \$146,352

Nancy checked the statements.

III. **Updates**

Regional Housing Services Office (RHSO) –

- Homeownership monitoring coming up – letters will go out to all homeowners the first week of October
- Martin Street units – affordable buyers have started to sign P&S agreements and things are moving forward

ZBA – 446 Mass Ave – ZBA approved permit with conditions (nothing major). One abutter attended the meeting to voice concerns about screening.

Local Share 446 Mass Ave. – LIHTC (low-income housing tax credit) project – DHCD is doing one funding round per year for LIHTC projects. Preliminary round is this November – some of the criteria for getting through this round are site control, local support, evidence of other sources of funding

- There are some questions about what is happening in regards to site control
- Local share is expected and required for this project
- The Town is currently holding \$660,000 of housing gifts funds for ACHC

- So far, \$40,000 of \$50,000 in the pre-development funds contributed by ACHC have been spent by the developer
- ACHC has an additional \$150,000 and will be asking for new CPA funds this years
- ACHC voted to commit an additional \$450,000 to the 446 Mass Ave. development. Funds will be set aside for the project and be held by the Town until the project reaches full financing. Nancy will send a letter to the BOS requesting permission to make this commitment.
- ACHC will consider additional requests for funding from developer if they come back to us.

IV. Developments

Current developments

- **446 Mass Ave** – see above
- **146 Prospect Street** – several trees are in the public way and were damaged during construction; the Town will likely require the developer to take them down because they are too damaged to save.

Previously discussed proposed developments

- **Powder Mill – Maynard** – public meeting in Maynard last week – 3 members of the Maynard BOS are supportive; the new Town Administrator is supportive; Maynard residents are still concerned about the prospect of the Acton units sending sewage to Maynard
 - LIP applications have been filed with both Acton and Maynard
- **Avalon expansion** – 86 units; Developer planning to proceed by doing an amendment to their original permit; They made a presentation to the BOS, but the BOS has not yet taken action
- **Piper Lane** – Site walk is happening tomorrow at 10:30am; BOS will issue comments in early November

New Development Proposals

None

V. Old Business

Community Engagement Initiative Program Update – the group is meeting tomorrow; the meetings continue to be productive.

Letter to editor – Main Street and AHA – Kelley Cronin and Nancy will work on a letter to the editor about the profound need for low-income and senior housing

VI. New Business

Safe Harbor – see memo from RHSO; If the Town produces 42 units of housing in a year or 85 units in 2 years, the Town will be granted “Safe Harbor” for two years – this means that the ZBA does not have to approve Comp Permits; Acton has the potential to be granted Safe Harbor status if the Avalon expansion comes to fruition.

CPA request – Discussed recommending a \$150,000 CPA request; Nancy will fill out the request and bring it to our October meeting

Accessory Units – several Town Boards are interested in pursuing changes to the Accessory Unit zoning

Review and revise legal docs – ACHC tried to change 2 sections of the home rule petition a few years ago – the requirement to have a bond for the treasurer and the requirement for an annual audit; Nancy raised the possibility of adding the language, “at the direction of the BOS...,” so that these two requirements would not necessarily be required every year. The committee decided it would be best to leave the legal docs as is.

Tri-Party agreement – Common Ground, the Town, ACHC have an agreement re: the Old High School project; ACHC is holding \$5,000 in case the management company fails. There was a discussion about trying to change this arrangement because it seems unnecessary, but committee decided the arrangement probably needs to remain this way because it is part of the lease agreement.

Sustainability comments – ACHC had made a comment requesting a change in the name from Sustainability Policy to Environmental Sustainability Policy, and this suggestion was accepted.

The meeting was adjourned at 8:43pm. **The next ACHC meeting will be on October 15, 2018**

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, September 24, 2018

Minutes from August 20, 2018

Development Proforma for the Residences at Kelley’s Corner

Email from Steve Joncas to Nancy re: updates/next step on the Residences at Kelley’s Corner

Chart of Affordable Housing Projects in the Pipeline 2018

2020 Acton SHI Projections

Memo from RHSO re: Safe Harbor status

Copy of Chapter 143, H.B. No. 5283 – the Act that established ACHC

Sustainability Policy Feedback