

## ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held April 3, 2008 at 7:00 PM 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 designated a voting member for the Regular Meeting.

Finance Committee Representative: Pat Clifford

Guest: Dan Gaulin, Consultant to the developer of the proposed the Steinberg-Lalli Foundation Development

1). Ms. Tavernier, Chair, called the Regular Meeting to order at 7:00 PM.

2). Bernice Baran moved to approve the minutes of the Regular Meeting of March 6, 2008. Kevin McManus second the motion and all members voted to approve.

3). Financial Report

Ms. Tavernier reviewed Peter Farrow's invoice for legal services in preparing the ACHC's Application to the IRS for tax exempt status under Section 501 (c)(3). Naomi McManus moved to approve payment of \$7,129.20 from the New View Housing fund previously approved by the Acton Selectmen. Kevin McManus seconded the motion and all the members voted in favor.

4). Updates

A). Willow Central

Ms. Tavernier reviewed the construction progress in which the flooring on the first floor of all three units will be upgraded to hardwood and ceramic tile for an additional \$5,000, the heat has been hooked up, septic is finished, anticipated completion the end of April and closing mid May. The family purchasing the three bedroom bungalow will receive down payment assistance of \$6,000 from the ACHC's CPA funds, the Acton Housing Authority's (AHA) legal counsel Sue Cohen, a Boston Lawyer, is reviewing the developer's Purchase and Sale and Condo Association Bylaws for the three bedroom duplex the AHA intends to purchase. A single woman has been selected from the lottery for the two bedroom duplex. A bronze plaque will be placed on a boulder at the site acknowledging the financial assistance of the Steinberg-Lalli Foundation for the completion of the project.

B). Blanchard Place

The Blanchard Place's Lottery was held March 26, 2008. A family from Acton won the at large three bedroom unit and an Acton Housing Authority client won the two bedroom unit. The inspection of the units is scheduled for April 8, 2008 between 10:00 AM and 12:00 PM.

C). Somerset Hills

The ACHC will provide \$100,000 from their CPA funds to the Acton Housing Authority for the Authority's purchase of a two bedroom unit for their low income rental program and \$15,000 to the developer to buy down the unit price to \$130,000 as previously agreed. Anticipated closing is scheduled for April 18, 2008. The consultant is still in the process of locating an eligible family for the ACHC's other two bedroom unit.

5). Dan Gaulin, consultant to Steinberg-Lalli Foundation, reviewed the new plans for the proposed project located at 442 Mass Avenue. The existing 3 bedroom house will be rehabbed and marketed as a below market unit in the mid-\$200s and three 2 bedroom townhouse units will be constructed, all to be affordable, 1200 square. The Acton Community Housing Corporation will provide \$35-40,000 from their CPA funds for the project's sewer betterment to help maintain the affordable selling price for the 3 units.

6). Old Business

A). Trammel Crowe Concord (Alexan) Update

Ms. Tavernier related two discussions she has had with one of the developers of the Trammel Crowe development. The ACHC reviewed and reaffirmed their previous position on the proposed development as outlined in their comments to the Board of Appeals dated February 7, 2008 and March 19, 2008. In the comments, the ACHC requested the allocation of 35 units (10%), local preference for Acton applicants equal to Concord applicants and to oppose granting the waivers requested in the application relating to Section 3.16 Affordable Dwelling Units, Section 3.18 Unit Composition Schedule, Section 3.20 Market Study and Section 3.23 Local Needs. The members recommended that if a meeting is scheduled between Concord and Acton officials with Nancy Tavernier, Kevin McManus will join Ms. Tavernier at the meeting.

B). 670 Mass Avenue Inspection

Ms. Tavernier reported the initial inspection of the unit appeared to find the unit in good shape with no evidence of damage caused by frozen pipes. The inspection of the septic could not be done as the utilities have been shut off.

7). New Business

A). Senior Residence By-law Changes

It was the sense of the members to support the changes to the Senior Residence Bylaw as outlined in the Planning Board's Zoning Change to be voted at Town Meeting.

B). Dunham Lane Owner

The members discussed that the owner of the affordable unit is possibly having some homeownership problems. The Board felt this is an important reason why the ACHC should encourage all the First Time homeowners to attend the Homeownership course to be held the end of September.

C). Community Plan Committee Update

Both Ms. Tavernier and Ms. Baran reported that the March 29<sup>th</sup> Visioning Session was very successful.

8). The Regular Meeting adjourned at 9:30 Pm with a tentative meeting scheduled for April 17, 2008 at 7:00 PM if needed.

Respectfully submitted,

Naomi McManus, Clerk