

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes Thursday, January 13, 2011**  
**Room 126 Acton Town Hall**

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on January 13, 2011 at 7:00 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, Bob VanMeter, Jennifer Patenaude and Corrina Roman-Kreuze. Dan Buckley, Associate Member was appointed a voting member for this meeting.

Guest: Pat Clifford, Finance Committee.

Nancy Tavernier, Chair called the meeting to order at 7:05 PM

Sue Benson from Acton2020 Committee made her apologies to the committee - she was unable to attend this evening's meeting. Appointment is to be re-scheduled.

Minutes from 12/16/10 were approved. All votes "ayes".

Jennifer Patenaude, Treasurer provided the committee with a Financial Report:

Beginning Balance Middlesex Bank Account 11/30/2010	<b>\$179,536.12</b>
Interest Earned	<b>\$45.61</b>
Ending Balance	<b>\$176,081.73</b>

**Updates**

**Towne School:** Nancy sent email to Steve Joncas regarding ground breaking. Steve Joncas is on vacation. Pat C. asked if Joncas has a building permit? Not sure.

**99 Parker:** Not sure if building permit has been issued – Dan noted that foundations are in.

**File Scanning:** Nancy is ready to notify IT department in Town Hall that files are ready to upload to the Town Server. These can then be published to the Town website. Nancy hopes that the Town website can be made easier to navigate. It is difficult to find documents. Jennifer asked about papers going forward. Nancy still prepares hard copies of files for Clerk, but we will need to fine tune the practice going forward.

The committee discussed the letter to the Board of Selectmen regarding a more proactive approach of the Town toward affordable housing outside of the 40B process. Nancy will also include our milestones document. Committee voted to send this letter to the BOS with Dan's correction. All votes "ayes".

670 Massachusetts Avenue: Nancy asked how to remove this from our inventory? The committee discussed this – no easy answers as it isn't clear who currently owns this property. Dan offered to contact Habitat for Humanity and to serve as a resource to them. Bob offered to speak with Bank of America. Nancy will provide the most recent letter to Bank of America to Bob and Dan.

Nancy provided committee members with copies of ACHC's Annual Report that she prepared. Everyone was pleased with this document.

Committee discussed questions posed by Acton2020 committee.

- What are our three main goals? *Increase affordable housing opportunities in Acton. Insure viability of current homeowner households – for example: financial literacy program, first time homebuyer program.*
- What do we see as challenges and opportunities coming up in the future? *Be Primary liaison between State and Town for affordable housing opportunities. Need a broader Public Relations approach. Current letter to BOS is an opportunity to leverage non 40B developments. We have the "To Live in Acton" document as a resource. We want to keep the younger generation in Acton. Town with housing and economic diversity makes for a healthy and more livable community. Challenge: We haven't figured out how to connect concerns about the environment to thinking about housing density – how Acton can be greener. Challenge: Statutory requirement of 10% affordable housing. Currently at 7.2% based on 2000 Census – this percentage will decrease when numbers are used from 2010 census.*

Next Meeting will be February 17, 2011 at 7PM. The February 3rd meeting will be cancelled.

Meeting adjourned at 8:15PM

Respectfully submitted,

Corrina Roman-Kreuze, Co-Clerk

Statement of Documents used for this meeting:

Meeting Agenda 01/13/11

Minutes of 12/16/10 Meeting

Letter to BOS from ACHC regarding proactive approach to affordable housing outside 40B process

ACHC Annual Report 2010