

ACTON COMMUNITY HOUSING CORPORATION
Minutes Thursday, December 1, 2011
Room 126 Acton Town Hall

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on December 1, 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, Bernice Baran, Jennifer Patenaude, Corrina Roman Kreuze, and Bob Van Meter and Associate member Dan Buckley. Bernice Baran was Clerk for this meeting.

Guests: Janet Adachi, Board of Selectmen

Ms. Tavernier called the meeting to order at 7 PM.

- I. Minutes from meeting on 11/10/11 were approved.
- II. **Financial Report.** Ms. Patenaude, Treasurer, gave the Financial Report. The only expenditure since the last meeting was \$287.50 for capital improvement assistance for an affordable unit. The current Checking Account balance at the Middlesex Savings Bank is \$3,558.41.
- III. **Updates**

Acton Meadows. The Selectmen voted unanimously to support the proposal and signed the application which has been submitted to DHCD. DHCD will schedule a site visit. Once their approval is received, Mr. Steinberg will present the proposal to the Zoning Board of Appeals.

Old High School Commons. Twelve people attended the Information Session. The lottery is currently scheduled for February 15th. Applicants who receive preliminary approval through the lottery must then submit a detailed financial application. Nine of the fifteen apartments will be administered by Peabody Properties. The remaining six units will be administered by SMOC; four will be under the Section 8 Program; two are reserved for disabled.

IV. **Old Business**

99 Parker St. Construction of the units is now complete. Occupancy has been delayed. Closing for one affordable unit is expected next week. The other one will be closed the following week.

Regional Housing Services. Ms. Tavernier reported on the latest status report for the Services Office sent out by Beth Rust. Only one new town will accepted to the service, Acton and Wayland are the candidate towns. Ms. Tavernier has sent a letter reaffirming Acton's interest in joining the Consortium.

Mass. Ave. House. The house is now being managed by Chase Home Finance. LLC.They have placed a tarp across the whole roof. Town Counsel has been informed of this.

V. **New Business**

Request for Capital Improvement. An application for capital improvement funds for an affordable unit has been submitted. A motion was made, seconded, and unanimously approved to provide half of the \$290 requested to replace the applicant's rotted door casings.

Annual Report. Ms. Tavernier presented ACHC's 2011 Annual Report for review by the Committee.

Next Meeting: January 19, 2012, at 7 PM. Room 126. Town Hall

Statement of Documents used for this meeting:

Agenda for December 1, 2011
Minutes of 11/10/2011
Request to ACHC for Funds
ACHC Annual Report