

ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held January 15, 2009, at 7:00 PM in room 126 of the Acton Town Hall. Present and constituting a quorum for the purpose of conducting business were Kevin McManus, Naomi McManus, Pam Shuttle, Nancy Tavernier and Bob Van Meter. Associate Member Bernice Baran
Finance Committee Observer: Pat Clifford

- 1). Nancy Tavernier, Chair, called the Regular Meeting to order at 7:00 PM.
- 2). Kevin McManus moved to approve the minutes of December 4, 2008. Bob Van Meter seconded the motion and all members voted to approve.

3). Financial Report

Mr. McManus reported the following balances of the various accounts of the ACHC:

Total ACHC resources:	\$319,668.18
Total committed ACHC's funds:	\$145,000.00

Balance of uncommitted funds	\$174,868.00
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ACHC's new CPA request for 2009	\$50,000.00
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4). Updates

A). Membership

Ms. Tavernier reported Associate Member Dan Buckley was home over the holidays, Bob Van Meter was sworn in as a Board Member and she anticipates that Margaret Marley will be joining the Board in January.

B). Faulkner Mill Affordable Unit

Ms. Tavernier reported the affordable unit will be ready for occupancy the end of January. The new owners are an Acton family who will have monthly mortgage payments of \$750 and condo fees of \$80.00. The Regulatory Agreement for the unit has been approved by the Department of Housing and Community Development (DHCD).

C). Anti-40B Flyer Response

Ms. Tavernier informed the members the ACHC's letter sent to the Beacon regarding affordable housing in Acton and the ACHC's role did not generate any response. She noted the exact same anti- 40B flyer had also been sent to three other communities (Sudbury, Chelmsford and Billerica).

5). Old Business

A). Resale 15 Minuteman Road

Owner has provided a written notice to the Town and DHCD of her intention to sell the unit. Acton has 30 days and DHCD has 40 days to respond to the notice. Once DHCD responds the Town has 90 days to sell the unit to an income eligible family. DHCD will set the resale price, if the unit is not sold in the 90 days the owner can sell the unit at market and any excess monies will be returned to the Town of Acton for the development of affordable housing. The Board discussed buying down the three bedroom home to \$175,000 which is comparable to the other three bedroom units sold to First Time Homebuyers. Members agreed to provide buy down funds.

B). 670 Mass Avenue House

There is no word from outside Counsel regarding the status of the house. Ms. Tavernier has contacted Habitat regarding their interest in the house if it becomes available. The members expressed concern that the house has been empty for 2 years and has not had any maintenance by the bank.

C). Towne Building

The members discussed that the developer had submitted a proposal to DHCD's fall round of funding. The grant awards should be announced in February. The developer has not addressed the roof repairs to date. The ACHC and the Board of Selectmen have approved the use of up to \$150,000 from the housing gift funds to help offset the cost of the sewer privilege fee and roof repairs.

6). New Business

A). Ellsworth Village

The developer is considering moving the other 2 affordable units into the First Phase of the project. It was noted the first of the 3 affordable units was sold to an income eligible applicant last year. Moving the 2 units to the first phase must be approved by the Planning Board.

B). Parker Street proposed Development

The ACHC anticipates meeting with the developer at their Regular Meeting February 5th.

C). New Ready Buyers List

The members discussed developing a new Ready Buyers list as well as offering a series of Homebuyers Courses. It was felt that the homebuyer courses would generate a list of eligible buyers. Ms Tavernier will contact agencies who offered homebuyers courses regarding their interest in running a series of courses in Acton.

D). Shifting of ACHC's Responsibilities

A discussion followed regarding the need to shift some of the ACHC's administrative responsibilities. Ms Tavernier will explore the possibility with the Town Manager at an appropriate time.

E). Green Buildings

Bob Van Meter proposed that the ACHC consider asking future developers to provide green buildings in their developments. The units would be energy efficient which reduces the cost of energy. By identifying the need for green building the ACHC would be working with the Selectmen and community people who have set a priority for energy conservation.

Respectfully submitted,

Naomi McManus, Clerk