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ACTON

ACTON COMMUNITY HOUSING CORPORATION
Minutes Thursday, January 16, 2014
Room 126, Acton Town Hall

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, January 16, 2014, 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, Jennifer Patenaude; Corrina Roman-Kreuze, Bob Van Meter and Lara Plaskon.

Guests: Janet Adachi, Board of Selectmen; Pat Clifford, Finance Committee; Lou Levine, attorney representing Charing Cross Realty Trust (Post Office Crossing developer); Bill Luster, project manager for Post Office Crossing development; Phil Singleton, owner/principal of Post Office Crossing development. Belle Choate, private citizen.

Nancy Tavernier, Chair, called the meeting to order at 7:05PM. Lara Plaskon was appointed Clerk for the meeting.

I. The Minutes from the Meeting of November 21, 2013 were read and approved.

II. Financial Report

Checking:

Starting balance - \$1,932.52
Outgoing - \$32.29 – purchase at Staples
Balance – 1,891.23

Money Fund:

Starting Balance - \$105,056.45
Interest Earned - \$8.92
Balance - \$105,065.37

Audit: ACHC can be included in the Town's audit each year, which is currently underway. Nancy and Jennifer will be meeting with Town Auditor January 23rd to discuss.

Town Housing Gift and CPA Funds: ACHC will have \$140,000 to spend starting January 2014 through a new housing gift fund from Bentley Builders. ACHC had its 2010 CPCA funds of \$50,000 recaptured by the CPC because it had not been spent within the required 3 years. These funds were being held by the Town at ACHC's request since they were earmarked for a new construction unit at the Meadows for the Acton Housing Authority. Town Counsel ruled that they had to follow the Charter on deadlines for appropriations but in the future they will be protected from recapture through town meeting vote. It is hoped the CPC will increase this year's request to compensate for the loss of \$50,000.

III. Updates

Home Rule Petition: Voted by House; engrossed by Senate – it will pass this month; This will legitimize the use of associate members.

Meadows – Lottery Results: 5 households came to information session. 5 households applied – 3 local, 2 at large applicants. The first household drawn in the lottery is from Acton, a mother and 2 children – process is moving forward for her to move in.

Morrison Farmhouse: Morrison Farm Committee has discussed ACHC memo, but they have not yet written their recommendation.

Community Preservation Committee presentation: Bob van Meter and Nancy presented in December about the need for RHSO – presentation went well. Request for \$150,000 for Community Housing Program Fund; \$50,000 was added to the request to offset the \$50,000 that was recaptured by the Town.

Quail Ridge Unit Sale: Two affordable units have been sold, and a third unit is under agreement – these will be added to the subsidized housing inventory.

IV. Old Business

Regional Housing Services Office (RHSO), Report and update on Acton issues: RFP was issued for a consultant; Elizabeth Rust was only applicant and she was re-hired. RHSO office is moving to Concord, so Elizabeth will re-apply for consulting position when office moves in June.

Blanchard Place: Question about whether one of the units is the primary residence of owner – the family needs to apply for temporary change to their primary residence; Elizabeth Rust will follow up on this.

Post Office Crossing letter to Zoning Board of Appeals: Three people (Lou Levine, Bill Luster, Phil Singleton) representing the developer of the Post Office Crossing project were present at the meeting to give update to ACHC on the status of Post Office Crossing.

Developers' application for a comprehensive permit will be heard by ZBA on February 3rd.

Developers have received staff comments from Engineering Department and Water District. They are incorporating all three comments from the Engineering Department and have resolved all issues raised to date.

Developers reviewed that they are still planning a 12 lot development with 3 affordable units, all between 2,200 and 2,500 square feet. All units will meet LEED (Leadership Environmental Energy Design) standard if feasible. The units will contain 3 different designs – plans for each of

the designs were presented and reviewed by ACHC. Affordable units will contain one of each of the three designs. Market units will go for about \$600,000. The developers relayed that they are building a similar development in Swampscott and there has been a very strong market reaction. Rest of discussion reviewed the next steps necessary to get the approval of the development underway.

ACHC comments/concerns – ACHC was satisfied that the Post Office Crossing design is the same as what was originally proposed; developers answered all of ACHC questions; Motion to submit revised letter to ZBA passed.

Parker Street Apartments: Nancy received email from Parker Street property manager – still trying to negotiate to make some of their units affordable; Nancy will check in with RHSO to get their input on this.

V. New Business

Mailing List Update: Lara will do a mailing to update the ACHC list – those on the list can choose to stay on or come off.

Resources and how to use them: Will put this discussion off until next time – Nancy will invite Housing Authority and others to give input; ACHC has significant funds to spend on creating units.

The meeting was adjourned at 8:30pm. The next ACHC meetings will be on February 6 and February 20.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, January 16, 2014

Minutes from November 21, 2013

Letter from ACHC to Acton Board of Appeals re: Hearing #13-06 Comprehensive Permit 6 Office Square

Blueprints for Post Office Square Development