

ACTON COMMUNITY HOUSING CORPORATION
Minutes Thursday, July 17, 2014 Room 126, Acton Town Hall

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Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, July 17, 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, Bernice Baran, Jennifer Patenaude, Bob Van Meter and Lara Plaskon.

Guests: None

Nancy Tavernier, Chair, called the meeting to order at 7:02PM. Lara Plaskon was appointed Clerk for the meeting.

I. The Minutes from the Meeting of 6/5/14 were read and approved.

II. Financial Report

Checking:

Starting balance - \$1,738.63

No transactions

Balance – \$1,738.63

Money Fund:

Starting Balance - \$250,158.72

Interest Earned - \$20.47

Outgoing - \$1,302.47 – mortgage payment authorized at the June ACHC meeting

Balance - \$248,876.72

ACHC voted to accept the financial report. Jennifer and Nancy confirmed that they reviewed the monthly statement.

III. Updates

Resales – Drummer Road: Unit at Parker Village, where ACHC previously did a buy-down to help make the unit affordable to the current resident, is on the market. It is being well-publicized in many places, but there is no interest yet. First marketing period is 90 days; the unit can then go to an ineligible buyer, but the deed rider that keeps the unit affordable remains. See below under “Resources and how to use them” for more about a possible outcome for the Drummer Road unit.

Refinance – Minuteman Road: Has been approved.

Quail Ridge Unit: The woman who would have been the third buyer at Quail Ridge was denied

after a 12 month screening process by the lender/developer.

IV. Old Business

Resources and how to use them – Action Plan

New Affordable Housing Developments – Great Road, Steve Steinberg – has applied to Board of Selectmen for a special permit for the small office building on his land. He is also moving ahead with the residential building – engineering is being done to assess the number of bedrooms possible on the land.

Potential Cottage Development at 456 Mass Ave – Developer was outbid for the land.

Acton Housing Authority – purchase unit – Drummer Road unit (mentioned above in minutes) may not sell during the initial 90 day marketing period. If it does not sell, the Town will have the right of first refusal to buy it. Committee discussed whether ACHC should provide the funds for Town to buy the unit. The unit would then be given to the Acton Housing Authority (AHA) and would become an affordable rental for an AHA client. The Committee agreed that purchasing the Drummer Road unit sounds like a good idea if an affordable buyer does not emerge.

Cherry Ridge Road – Nancy met with Town Manager and Town Counsel. Town will assume responsibility for doing a perc test on the property. See Nancy's notes, included in documents presented at this meeting, for more information.

Regional Housing Services Office (RHSO) – Report and update on Acton issues: Moved to Concord this week; Liz Rust and Dan Gaulin moved over to the Concord office; Third person in the office stayed in Sudbury; RHSO continuing to work on resolving the issue with the family at Blanchard Place who moved to Indiana.

Housing Production Plan: Nancy determined that we do not have to have a competitive bidding process to choose a vendor. Bob inquired with Metropolitan Area Planning Council (MAPC) and learned they could do a plan for \$20,000; Nancy and Bob met with a planner at MAPC last week. Nancy provided them with some materials that could possibly be used as part of the plan in hopes MAPC may be able to lower their estimated costs. We are hoping for a proposal from MAPC next week. Committee hopes to go to the Board of Selectman for approval in September. The plan will include 2 public events – the first one will be for visioning and then another will be for strategies. ACHC is also hoping for more engagement from the Planning Board as a part of this process. The Committee voted to authorize Bob and Nancy to negotiate scope, budget, etc. of the plan with MAPC.

V. New Business

Condo conversion inquiry: Nancy received inquiry from a developer about a development that is walkable to the train; Nancy sent her information so that she can figure out the cost of affordable units, but she has not heard back from her yet.

Capital improvement request: Inquiry came in from resident at Blanchard Place. Nancy

explained process for requesting funds. Still waiting to see if a request will be submitted.

The meeting was adjourned at 7:56pm. The next ACHC meeting will be on August 14th.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, July 17, 2014

Minutes from June 5, 2014

Action Plan for ACHC resources spending, updated 7/17/14

Housing Production Planning Process Flow Chart from MAPC

“Housing Production Plan: Process & Devilerable” from MAPC