

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes Thursday, March 12, 2015 Room 126, Acton Town Hall**

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, March 12, 2015, 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, and Lara Plaskon.

Guests: Pat Clifford

Nancy Tavernier, Chair, called the meeting to order at 7:06PM. Lara Plaskon was appointed Clerk for the meeting.

I. The **Minutes** from the Meeting of 1/22/15 were read and approved.

**II. Financial Report**

**Checking:**

Starting balance - \$1,194.16

Transfer from Money Fund - \$5,000.00

Withdrawals - \$5,000.00 check to Town of Acton

Balance – \$1,194.16

**Money Fund:**

Starting Balance - \$240,698.12

Interest Earned January - \$20.44

Interest Earned February - \$18.15

Transfer into Checking - \$5,000.00

Balance - \$235,736.71

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

**III. New Business**

**New developer interest** – Wendy Cohen, who used to work for DHCD and now has her own business in Concord, is looking at a piece of land on Maple and Martin Streets across from Jones Field. 3 property owners are looking to sell their properties together – connected to sewer, accessible to the train, but at least part of the property is in flood plain. Nancy is meeting with Wendy this Monday afternoon to discuss her plans – she is looking to develop apartments.

Steve Steinberg – Nancy met with Steve to discuss his development on 2A near Acton Meadows. He has measured the septic and it appears to be adequate for 28 units. Nancy let

Steve know that ACHC is going to be doing an RFP to identify developments to support. ACHC will be happy to talk to him when he has a preliminary plan.

456 Mass Avenue – the developer that bought the property went to the Planning Board and proposed a 3 lot subdivision, but he was turned down. He is going back to the Planning Board next week. Planning Staff has written a memo in strong support of affordable housing on this land. ACHC agreed to send a memo in support of the Planning’s recommendation for affordable housing.

**Capital Improvement program** – Discussion about whether ACHC should include an asset test when considering requests for capital improvement. ACHC members present decided to hold off further discussion on this issue until more committee members can be part of the conversation.

**Closing Cost Assistance Request** – There are 7 applicants for Acton Meadows for the 3 available units. One of the applicant families is requesting \$2,500 for closing costs if approved for the Meadows. ACHC voted to approve request contingent on the family being offered one of the units.

**Send letter to Selectmen to confirm Meadows duplex purchase** – Nancy will send letter to confirm that ACHC will use \$200,000 out of CPA money and \$50,000 from the Ellsworth Village Housing Gift Fund to purchase the two duplex units at the Meadows for \$125,000 each. Units will be sold to the Acton Housing Authority.

#### **IV. Updates**

**Developer interest – DHCD response** – ACHC emailed memo to developers of the land on the corner of Elm St. and Arlington St. with our issues that needs to be addressed about their plan – high cost of market units, density, lack of proportionality, buffering around the abutters, details about the apartment units, and questions about the community center.

Nancy gave overview of developer’s plan to Toni Hall at DHCD and invited her to see the land. Toni Hall thought developers’ plan was an exciting idea – she ran the idea by other DHCD staff, including counsel, and they thought it was worthwhile and doable, but very complicated. Nancy went back to developers with DHCD’s feedback. Developer and owner met last week and decided against moving forward with the rental units. They are interviewing consultants, accountants, and attorneys and are moving forward with their plans for the houses and the group home.

**Housing Production Plan – Forum on strategies May 14** – Nancy is meeting with MAPC on Monday to discuss progress on the HPP.

**Regional Housing Services** – Main project is work on the RHSO website which will provide useful housing information to the public and serve as a helpful tool for ACHC. Website is scheduled to go live in May.

**Community Preservation Committee** – ACHC request was recommended in full.

**Richards' property** – no update.

The meeting was adjourned at 7:56pm. **The next ACHC meeting will be on April 16<sup>th</sup>.**

**STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:**

Agenda, March 12, 2015

Minutes from January 22, 2015

Memo to the Planning Board from Roland Bartl re: development of 456 Massachusetts Avenue

Guidelines for ACHC's Capital Improvement Program and Capital Improvement Cost Assistance Application

Application for closing cost assistance for one of the Acton Meadows units