

## ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on September 9, 2010 at 7PM, in room 126 of the Acton Town Hall. Present and constituting a quorum for the purpose of conducting business were Nancy Tavernier, Bernice Baran, Jennifer Patenaude, and Bob Van Meter. Dan Buckley, Associate Member, was appointed a voting member for this meeting.

Guest: Pat Clifford, Member, Finance Committee

Nancy Tavernier, Chair, called the meeting to order at 7:00 PM. Bernice Baran was the Clerk for this meeting.

1) The minutes of the Regular Meeting of August 12, 2010, were reviewed and approved.

2) Financial Report:

Jennifer Patenaude, ACHC Treasurer, gave the financial report. She has received all the financial documents from Kevin MacManus, the previous Treasurer. All accounts have been consolidated and have been placed in the Middlesex Savings Bank. Discussion followed about the desirability of having an external audit. If one is completed, records need only be kept for one year. This will be discussed further.

3) Updates

99 Parker St.:

Ms. Tavernier reported that the Board of Appeals is filing a favorable decision. An appeal is permitted within a twenty day period. The developer still needs a building permit. The goal is to begin the project by the end of the year.

93 Central St.:

This had originally been denied by a 2 - 1 vote of the ZBA. Two of the buildings have since been turned around in order to face the street. The style for those 2 buildings is now split level in order to lower the height. However, one Board member was still opposed as are the neighbors. In addition, one neighbor has filed a complaint under the Open Meeting law stating that members of the community were not given an opportunity to speak at the hearing. The Town Attorney will give an opinion on this.

AHA Comprehensive Permit:

The Board of Appeals will continue its hearing on the Sachem Way project on September 13th. The Board of Selectmen approved ACHC's motion to contribute \$20,000 to be used for landscaping for improved screening. This is contingent on receiving total funding for the project.

File Scanning:

The project is now complete. All records are now on disc. The Secretary of State has ruled that old records can be destroyed. Ms. Tavernier will give the discs to the town and has kept a copy.

Towne Building:

Ms. Tavernier reported that the last 25% of the funding has been approved from the Middlesex Savings Bank. Steve Ledoux was instrumental in this by arranging a meeting between the developer, MHIC and the bank. Funds that ACHC will contribute to this project are currently in escrow.

4) Old Business

Mass Ave. House:

Janet Adachi, Selectman, contacted Steve Ledoux, Town Manager, to resolve this matter. Decision was made to turn the matter over to Steve Anderson, Town Counsel. Since the original disposition agreement

is in default, a new one must be prepared. The ultimate goal is to turn this property over to Habitat for Humanity.

Westside Village:

This concerns a resident's request for assistance with closing costs for a refinance. This was originally an unapproved mortgage. DHCD may be reluctant to set a precedent by approving a new one. If approved, ACHC will vote on a motion to contribute toward the cost.

Madison Place:

The closing still has not occurred. Funds for closing have been sent to the closing attorney. Wells Fargo needs to obtain approval from its corporate office for ACHC's closing cost assistance grant. This is an FHA loan.

5) New Business

CPA:

The High School Alumni will be requesting funds from the CPA to restore the sign over the Towne Building.

The meeting was adjourned at 8:30 PM.

NEXT MEETING DATES: October 7 and 21, 2010.

Documents and Exhibits used for this meeting will be kept on file by ACHC.

Minutes Submitted by Bernice Baran, Co-Clerk