

ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on June 30, 2011 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, and Jennifer Patenaude.

Guests: Janet Adachi, Selectman; Pat Clifford, Finance Committee; Belle Choate, Rick and Elinor Gentilman; and Susan Lee, abutters, Lillian Road

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

The **Minutes** of the Regular Meeting of June 2, 2011, were reviewed and approved.

Financial Report: Jennifer Patenaude, ACHC Treasurer, gave the financial report as follows: The current balance in the checking account in the Middlesex Savings Bank is \$4,528.17. The savings account holds \$170,478.09. A CD of \$5,000 was established after the Towne School closing for the escrow account ACHC will oversee for 50 years.

Updates

Financial Literacy: United Way has organized individual sessions provided by the Worker's Credit Union to begin on July 11. These will offer both information on financial issues and counseling as needed. Affordable homeowners will be notified by Corrina.

Towne: The closing was held on June 3rd. The owner has taken possession of the property. Ms. Tavernier will inform members of the date for the walkaround.

99 Parker St.: Ms. Tavernier reported that one of the winners of the lottery has been qualified. The other winner is also expected to be qualified.

Acton 2000 Public Meeting: The meeting was well organized and well attended. Participants preferred the concept of clustering mixed use (residential and commercial) development in village centers over the other two alternatives presented. This would not preclude some development in other parts of town. It was felt that this alternative would leave the most open space in town available.

MHP Housing Institute: Ms. Baran and Ms. Tavernier reported on their attendance at the recent workshop. Sessions regarding 40 B's and LIPs were informative.

Old Business

Great Road Proposal: Steve Steinberg now has the property under agreement. Therefore the previous proposal presented to ACHC by prospective buyer Peter Conant is no longer relevant. Ms. Tavernier will speak with Mr. Steinberg about his plans for development.

Mass Ave House: Bob Van Meter will report at our next meeting about his discussions with the Habitat attorney.

Resale Fort Pond Brook: The buyer has qualified. He has requested \$3,000 toward the down payment and \$4,000 in closing costs. We have not granted requests for down payment expenses in the recent past. Members unanimously approved granting him \$4,000 to be used for closing costs.

New Business:

Lillian Road Proposal: Ms. Tavernier presented draft comments to be sent to the Board of Selectmen

which will be sending its comments to MassHousing. The background of the process for this proposal as well as information about ACHC's role in these applications is included in the draft. Comments were included about the incompleteness of the application. Concerns were also cited in regard to affordability of the units and design aspects which are not specified in the application. A few modifications to the memo were adopted, and the letter was then approved for sending with a recommendation that the developer be present for the July 11th BOS meeting. Abutters stressed the importance of a site visit to the property to assess environmental and wetlands issues.

Quail Ridge Pulte Homes: Members reviewed and approved a letter to the Planning Board regarding the affordable housing aspects of the Special Permit Amendment application proposal. DHCD will now be the monitoring agent. The definition of local preference has been changed to disallow the children or parents of local residents for preferential standing.

Robbins Brook: The owner of the affordable unit lives next door to the exhaust unit for the air conditioner for the Pine Building. There is a no noise bylaw which is applicable. We will monitor the situation.

Input to Town Boards Goal Setting Meeting: The Chairman of the Board of Selectmen is scheduling regular meetings of Board and Committee Chairs. The next meeting is scheduled for July 25th and will review goals identified by each Committee. ACHC identified as goals the completion of a new Housing Needs Assessment and other goals that had been generated for the Acton 2020 process.

The meeting was adjourned at 8:10 PM.

The next meeting will be held on August 18, at 7 PM at the Town Office Building in room 126.

Submitted by Bernice Baran, appointed Clerk for this Meeting

- **Documents Used During this Meeting:** Meeting Agenda for 6/30: Acton- Boxboro United Way Announcement of Financial Sessions; Draft Comments to Planning Board on Quail Ridge Special Permit Amendment to Application; Memo from Chair, Board of Selectmen re Upcoming Meeting; Memo from MAHA announcing new position of Community Preservation Program Manager