

ACTON COMMUNITY HOUSING CORPORATION
Minutes Thursday, August 18, 2011
Room 126 Acton Town Hall

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on August 18, 2011 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, Bob Van Meter, Bernice Baran, Jennifer Patenaude and Corrina Roman-Kreuze.

Guests: Janet Adachi, Member Board of Selectmen. Pat Clifford, Member Finance Committee.

- I. Minutes from meeting on 06/30/11 were approved.
- II. Financial Report – Committee voted to approve financial report it will be submitted to John Murray. Report will be revised to add two additional funds:
 1. \$200,000 in CPA funds held by the town for ACHC
 2. \$ 16,000 for Robbins Brook fund (\$2000 per occupancy permit of new units)

III. Updates.

7:30 Presentation by Steve Steinberg and Peter Conant: 263-265 Great Road – The Meadows of Acton.

Mr. Steinberg and Mr. Conant are working together on a proposed LIP for 263-265 Great Road. An overview of the proposed development was given to the committee including aerial pictures, pictures of current conditions, schematic of proposed neighborhood layout and possible elevations for homes to be built. The developers consider this to be a unique site, good location, with very little wetland and excellent soils. Mr. Steinberg described it as an oasis of 5 acres that cannot be seen from the road – it has privacy yet is convenient.

Some homes will be built without basements due to ground water level.

Sidewalks can be put in.

Home sizes will vary, may do marketing campaign to determine what needs/wants are. There is a possibility for Habitat to possibly build one of the homes.

Trying to put garages (2 cars) with each home to keep cars hidden, storage would be in basement. Bob asked about Habitat building in a 40B development? Bob commented that it is an unusual circumstance. Habitat generally serves lower income bracket at 50% AMI or below, what impact would this have on condo fees? This is a question for DHCD. Could Habitat perhaps renovate the existing house? Should we aim for a range of incomes? Is efficiency lost by bringing Habitat in, does it make construction more complicated?

Nancy asked if one unit could be a duplex for the Acton Housing Authority.

Committee offered that it prefers to have exterior maintained by condo association and insurance covered by condo fee.

Price for market rate homes would be in the \$400,000.00 range.

Developers would opt for green construction – energy star certification and meet stretch code.

The Department Head meeting for a LIP has occurred.

Developers will need a letter of support/endorsement from ACHC. Developers are instructed to prepare LIP application for the state and bring back to next meeting on September 15th, 2011 at 7:30PM.

III. Updates

Fort Pond Brook resale-The buyers of Fort Pond Brook resale will move into the house before closing due to delays in getting financing. The sellers will be doing short term rental in their new house and resale buyers will do short term rental with sellers. The delay may only be a week or so.

Robbins Brook complaint - Nancy gave an update on noise complaint at Robbins Brook. 1st hearing was continued for more information. Second hearing was on 08/15/11. No new testing was done everyone agrees noise exceeds EPA standards. It will take 2 months for a design to be done unfortunately this will fall outside the season when the chillers are operating at highest capacity. Board of Health voted to uphold violation order from Health Department. May 1st 2012 was the date given for mitigation to be done.

Financial Literacy – Corrina reported that the financial literacy initiative with Workers Credit Union is going well. The liaison between WCU and ABUW reported that he believed approximately 7-9 individuals have received counseling so far. Fran Spayne from AHA is sending clients to this. Letters were sent out to everyone on ACHC's mailing list alerting residents that this service is available.

Towne – Nancy reported that the ground breaking will be on September 15th at 4PM. Bernice reported on meeting regarding Towne School. Building should be ready for occupancy by summer 2012. Suggestions were made for who should speak at ground breaking, Bob asked for Nancy to be a part of this. Additional suggestions: Lauren Rosenzweig-Morton, Jamie Eldridge, Bob Whittelsey.

Massachusetts Avenue – ACHC conducted a site visit on 8/16/11 with Habitat for Humanity. Construction Personnel looked at house through windows. It appears that pipes burst in bathroom above garage and that water flowed through garage and down driveway. House needs to be gutted to studs, may need to tear down, Habitat could keep foundation. Bob Van Meter has spoken with Bank of America representative Bill Fenton in Community Affairs. Could bank start foreclosure process and how would IRS liens be wiped out? A creative attorney (possibly from Habitat) needs to be consulted in this regard.

Closing Cost Assistance Request – A request was received for closing cost assistance. Bob moved an amount of 5K to be granted towards closing cost for 99 Parker. The motion was seconded by Jennifer. Motion passed, all in favor.

Madison Place – Fund expenses of lottery - \$500.00 to ACHC for expenses incurred by ACHC \$4500.00 to Town to review post development financials. Check deposited into administrative account.

Election of Officers: By vote of the committee, Nancy was elected as Chair of ACHC for another term, Bob Van Meter as Vice Chair, Jennifer Patenaude as Treasurer and Bernice Baran and Corrina Roman Kreuze will serve as Co-Clerks.

Update on All Chairs Board Chairs Meeting - Bernice updated the committee on her attendance at this meeting with BOS Chair Mike Gowing.

Acton 2020 – Scheduled discussion on affordable housing on September 28th, Bob Van Meter to represent ACHC.

CPA Funds - Committee discussed needs for a housing needs study. Bob pointed out that MAPC is starting a regional housing needs study, can we just expand on this? Additional funds are expected from Concord development. Do we want to purchase a unit for AHA?

Next Meeting will be September 15, 2011 at 7PM.

Meeting adjourned at 9PM.

Statement of Documents used for this meeting:

Minutes of 06/30/11

Agenda for 08/18/11 Meeting

Down Payment/Closing Cost Assistance Form

Financial Report