

ACTON COMMUNITY HOUSING CORPORATION
Thursday, November 10, 2011
Room 126 Acton Town Hall
Minutes

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on November 10, 2011 at 7:00 PM in room 204 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 Bob Van Meter. Dan Buckley was designated a voting member.

Guest: Pat Clifford, Finance Committee

Ms. Tavernier, Chair, called the meeting to order at 7PM.

- I. Minutes from meeting on 10/06/11 were approved.
- II. Financial Report – Ms. Patenaude, Treasurer, gave the Financial Report. Our current Balance at the Middlesex Savings Bank is \$132,119.55. The only expenditure this past month was \$18.55 for filing the Annual Report with Sec’y of State. Our Checking Account balance is \$3845.91.
- III. Update - Ms. Baran reported on the recent Celebration of the Metropolitan Boston Housing Partnership. Bob Whittlesey, former ACHC member, was an honoree. Corcoran Jennison was also an honoree. Ryan Bettez, former ACHC member, is a Manager at the company.

Old Business

Mass Ave House. Habitat is still interested. Town Counsel has spoken with personnel at the Bank of America about the taxes which are still owed. Resolution of this matter will need further discussion.

99 Parker St. No update. The closing has not yet occurred.

New Business

Acton Meadows. Three ACHC members and two Selectmen attended the Site Visit on November 5th. Ms. Tavernier and Mr. Van Meter were favorably impressed with the site, which is very appropriate for the development. Mr. Steinberg will present the project to the Selectmen at their November 21st meeting. After the Selectmen's vote of support, he will submit the application to DHCD. He plans to begin construction in the spring of 2012.

Discussion of CPA Funds. Ms. Tavernier and Mr. Van Meter reported on their recent meeting with Beth Rust, the Coordinator of the Regional Housing Services, which are administered by the Sudbury Housing Trust. Currently six municipalities share the regulatory services, which include monitoring of ownership and rental developments, reconciling municipal records with DHCD's records, and creating and managing a regional Ready Buyer List. A letter of interest has been filed for Acton's inclusion as a member town as of July 1st, 2012. A motion was made, seconded, and unanimously passed to increase our CPA request from \$35,000 to \$40,000 for a two year renewable grant for the cost of joining the Consortium.

Acton 2020. Ms. Tavernier reported on the Public Meeting on Goals and Objectives held on November 9th. The 2020 Committee will submit the Draft Report on December 5th to the Board of Selectmen.

Capital Improvement Program: An application has been submitted for capital improvement cost assistance for an affordable unit. A motion was made, seconded, and unanimously approved to provide half of the \$575 required to replace the applicant's rotted window sills.

All Chairs Board Meeting. Ms. Tavernier will attend this meeting which will focus on the progress made on goals previously set by the Chairmen of all Acton Boards and Committees.

The Old High School lottery sessions will be held on November 15th at 3 and 6 PM in the Library.

Next Meeting: December 1, 2011 at 7 PM

Statement of Documents used for this meeting:

Agenda for 11/10/2011

Minutes of 10/20/2011

Application to Community Preservation Fund

Request to ACHC for Funds