

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes Thursday, June 7, 2012**  
**Room 126, Acton Town Hall**

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, June 7, 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, and Jennifer Patenaude.  
Guests: Janet Adachi, Member Board of Selectmen

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

I. The **Minutes** from the Meeting of May 3, 2012 were read and approved.

II. **Financial Report** Jennifer Patenaude, Treasurer, gave the Financial Report as follows:

**Checking Account:** May 1st, \$3,351.41; \$75 for attendance at MHP Conference  
Balance :May 31st \$3,276.43

**Money Market Fund:** May 1st, \$132,270.31; Interest \$22.48  
Balance: May 31st: \$132, 270.31

III. **Updates**

**Old High School Commons:** ACHC members who attended the Open House for town officials on May 29th gave a highly favorable report on the building's renovations. The apartments are large, attractive, and well laid out. School officials and staff attended a tour of the building and also gave very positive feedback to the developer. A Ribbon Cutting ceremony will be scheduled for late June. Occupancy is scheduled for July 1st.

**Acton Meadows:** ACHC members attended the Board of Appeals Hearing on May 14th. Peter Conant, the architect, presented the plan for development of the site. Abutters presented concerns about the traffic on Great Road and about safety during construction. Steven Steinberg, the developer, stated that he would request approval for a crosswalk from the State. Abutters commented that previous requests for a crosswalk had been denied. He will also address other issues. Next Hearing will be held on July 11th.

IV. **Old Business**

**Mass. Ave. House:** There was no report.

**Post Office Crossing:** Mr. Luster and Mr. Singleton, the developers, met with Department Heads about the development plan. Response was generally positive with no major changes recommended. They will return to the ACHC's next meeting for review of updated plans.

**Regional Housing Services:** The agreement has been approved and signed by the Board of Selectmen.

## **New Business**

**Membership:** Jennifer Patenaude agreed to serve another term and will be reappointed by the Selectmen as an ACHC full member, Dan Buckley will continue as an associate member with a one year term.

**Response to Developer of Willow Central:** Mark O'Hagan is bidding to be the developer of an affordable housing development in Hingham and had listed Ms. Tavernier as a reference for his work on Willow Central. She included in her statement some criticism of his work, particularly his not having completed the Cost Certification which is required by DHCD. Ms. Tavernier subsequently spoke with Mr. O'Hagan to apprise him of the details of her reference. He stated that he would immediately complete the Cost Certification. He hopes to be the developer for the Hingham project.

**Design Review Board:** Members of the Board sent a letter to the Board of Selectmen and the Board of Appeals with comments about the Acton Meadows Project. They had previously met with Steven Steinberg and Peter Conant to review the proposal. They have also requested information from Ms. Tavernier about their procedures and a timetable for reviewing affordable housing proposals. Ms. Tavernier has responded and forwarded copies of ACHC's guidelines for reviewing LIP proposals .

**AHA Building Fees:** The Board of Selectmen approved the PILOT agreement for the Housing Authority covering taxation of the units in the town. This was needed by the lender for the Schem Way Project. The AHA also requested funds for the Building Permit be waived. The Board approved a waiver of \$24,000. The Housing Authority will pay the remaining \$7,200 for out of pocket expenses which the Town will pay to outside inspectors.

**MassHousing Issues:** DHCD is clarifying its regulations regarding inheritance and mortgage refinancing. Nancy has requested clarification from MassHousing about their units and has had no response which is troubling.

The meeting was adjourned at 8:30. **The next meeting will be held on Thursday, July 19, at 7 PM.**

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

Minutes from May 3, 2012

Statement from the Design Review Board re: Design Review Charge

Exchange of Letters between Holly Ben Joseph and Nancy Tavernier regarding Design Review Board Protocols

Memo to Board of Selectmen/Zoning Board of Appeals re: Review Comments on the Meadows