

ACTON COMMUNITY HOUSING CORPORATION
Minutes Thursday, Thursday, February 21, 2013,
Room 126, Acton Town Hall

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Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, February 21, 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 Corrina Roman-Kreuze. Dan Buckley, observer, was also present.

Guests: Janet Adachi, Board of Selectmen

Nancy Tavernier, Chair, called the meeting to order at 7:10PM. Bernice Baran was appointed Clerk for the meeting.

I. The Minutes from the Meeting of January 24, 2013, were read and approved.

II. Financial Report The Independent Audit for Fiscal 2012, performed by Harrison Borgatti was received and approved. It reflects a total fund balance of \$895,591. The Report will be submitted to the Board of Selectmen and to the Finance Department.

III. Updates

Old High School Commons: The two vacancies, one for the disabled and one two bedroom, will be taken by current tenant applicants who are awaiting final approval.

Acton Meadows: Habitat for Humanity is hosting an Open House for the renovated home on February 23rd.

Post Office Square: The application will soon be filed with DHCD.

IV. New Business

Acton Meadows: The one remaining existing three bedroom house is not readily saleable for a market unit because it will be sited in with new construction. ACHC members voted approval for using this as one of the affordable units after it is fully renovated and updated. No change in the regulatory agreements is necessary because there is no specification of the location of the affordable units. Exhibit B or the regulatory agreement and the Master Deed will be revised to change the units and they will be recorded at the Registry of Deeds. The Planning Department will monitor the renovations using an agreed upon list of changes.

Acton Meadows, AHA Income Guidelines: DHCD requires a lottery for the affordable units to be purchased by the AHA and also wants income eligibility to be set at 80% of the area median income. This will need to be discussed at the next AHA Board meeting which will held next week. Members agreed to the proposal contingent on AHA Board of Commission recommendation.

RHSO: Sudbury will be hosting the Program for one more year with some possible change of host town afterwards. There may be a need for additional staff which could increase the annual fee. ACHC members agreed to pay the difference out of housing funds to cover the cost beyond the CPA appropriation of \$40,000 for 2 years of service.

West Acton Baptist Church: A house owned by the Church and on their property may be up for sale. Members discussed that ACHC and the CPA might in the future share the cost for renovation which will be substantial.

Morrison Farm : Discussion of issues concerning the use of this property is being held with the Board of Selectmen , the CPA, and a local Morrison Farm Committee. There are still several unresolved issues. A future planning role for ACHC is foreseen regarding the house which might be suitable for affordable rentals. The location of the house, in the center of the property, is a problem, with question raised as to whether it might be moved. Members agreed to assist in the deposition of the house if asked.

Sachem Way Funding Gap: Estimates for the siding replacements at Sachem Way have come in higher than the original request for funding. One possible solution would be for the gap to be partially filled by ACHC using some of its Housing Funds. It was suggested that the CPC and ACHC could share the funding gap. The Board of Selectmen would have to approve this. The HA Board will discuss this at its next meeting.

West Acton Land: A local developer has an agreement to purchase land in West Acton. His plan is to build five duplexes, two of which would be affordable at or slightly above the state's income guidelines. He wants ACHC to conduct the lottery for the affordable units. This would not require a 40 B process. Town employees would be given priority for some units. Committee members expressed willingness to perform the selection process for affordable units with a preference for 3 BR units.

V. Old Business

Franklin Place: An interested CPA has finally been found to do the long overdue Cost Certification for the 2006 project Franklin Place. The quote is \$5000.

The meeting was adjourned at 8:45. **The next ACHC meetings will be on March 21st. The March 7th meeting has been cancelled.**

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, February 21, 2013

Minutes from January 17, 2013

Update for Acton RHS

Town of Acton ACHC Funds Independent Audit Report including Explanatory Notes for 2012

Estimated Budget for RSHO for 2014

Disclosure by ACHC Member of Financial Interest in Matter Being Discussed by the Committee