

ACTON COMMUNITY HOUSING CORPORATION
Minutes Tuesday, July 18, 2013
Room 126 Acton Town Hall

R E C E I V E D
AUG 16 2013

TOWN CLERK, ACTON

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on July 18, 2013 at 7:00 PM in room 126 of the Acton Town Hall. Present and constituting a Quorum for the purpose of conducting business were members Nancy Tavernier, Dan Buckley, Lara Plaskon, Jennifer Patenaude and Corrina Roman-Kreuze.

Guest: Janet Adachi, Board of Selectmen liaison

I. Minutes from meeting on June 18, 2013 were approved; all voted in favor.

II. Financial Report:

Jennifer provided a Preliminary YE Financial Report for 2013. Committee discussed report, formal review and vote on final report when available. Nancy is waiting on information regarding Home Rule Petition to determine timing of next audit; Janet will follow up.

III. Updates

1. Fees-in lieu of constructing affordable units. Planning board provided ACHC with a memo with information from other towns. The Planning Board has not yet met to discuss. ACHC is still waiting for \$ 50,000.00 in lieu of affordable unit at Ellsworth Village.
2. Old High School – Things are going well
3. Robbins Brook – resale unit has sold
4. Franklin Place Audit – still waiting on audit report
5. Two refinances over the summer
6. 93 and 113 Central Street - An extension on comprehensive permit is needed, ACHC does not need to take action at this time.
7. AHA – Siding quote has come in below estimate, ACHC funding to make up difference between CPC grant and actual cost is not needed.
8. RHSO – Beth Rust has resigned. There is interim support until a new person is hired.

IV. New Business

1. The committee discussed concept of local action units in existing rental complex. Nancy will need to ask DHCD for guidance/information. How would this be monitored? Target up to 80% AMI?

2. The committee discussed contribution from Bentley Builders. This is not a requirement per zoning, but planning strongly suggested a contribution towards town infrastructure and affordable housing. Part of that discussion was using this contribution for ACHC. Committee discussed and felt that a split of 60/40 with 60 percent for affordable housing was the right contribution.
3. Nancy asked for committee members to consider if certain responsibilities that typically fall on Nancy should be shared. Members were asked to think about if they wanted to be responsible for certain items that fall under ACHC such as refinances, resales, down payment assistance, capital improvement grants.
4. Committee discussed upcoming CPC application process – committee agreed that it is important to replenish ACHC funding.

The Meeting adjourned at 8:15PM

Next Meeting: August 15, 2013 7:00 PM

Statement of Documents used for this meeting:

Agenda July 18, 2013

Minutes of June 18, 2013

Memo from Planning Department: Fees-in-lieu of constructing affordable units

Email communication from Bentley Builders and Town Staff

Preliminary ACHC 2013 YE Financial Report