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

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, November 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, Dan Buckley, Jennifer Patenaude, Lara Plaskon, and Corrina Roman-Kreuze.

Guests: Janet Adachi, Board of Selectmen; Pat Clifford, Finance Committee; Dan Gaulin, RHSO

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

I. The Minutes from the Meeting on October 17, 2013, were read and approved.

II. Financial Report The Financial Report was presented by Jennifer Patenaude, Treasurer, as follows:

Checking Account Start:	\$2,942.02 - \$18.50
Balance	\$1,923.52
Money Market Fund: Start:	\$105,038.90 +\$8.92
Balance	\$105,047.82

III. Updates

Home Rule Petition: The resolution of this matter is still pending. The Committee on Third Reading will not accept the audit change language but they will accept the Associate Member change. ACHC voted to request the bill be amended to delete the audit change. ACHC will explore other options for reducing the annual audit requirement either through a charter change or by having ACHC included in the Town's audit as an incremental unit. A request will be sent to the Selectmen to endorse our Home Rule petition as amended taking out the audit change.

Meadows: Five potential applicants, including two Acton residents, attended the Information Meeting for the existing house. So far three applications have been received. The deadline is Nov., 26 and the Lottery Dec. 3. The Ribbon Cutting for the house at the Meadows renovated by Habitat for Humanity has been held.

IV. Old Business

RHSO: Dan Gaulin reported that the Annual Self Declaration letters have been sent out to all owners of restricted units. As of this date, 64% of those have responded.

Morrison Farm Recommendation: ACHC unanimously voted to make the following recommendations to the Morrison Farm Committee:

1. For the town to rent the property

2. To express preference for providing separate access to the farm. The house and barn would keep their present access.

3. To provide electric service upgrades, bathroom upgrades, and new kitchen appliances
Funding for these might come from Housing Gift Funds held by the town.

4. Preference for a tenant with a maximum income of 120% of the Area Median Income. The house would therefore not be included in the Affordable Housing quota for the town.

5. Preference for the tenant paying for all utilities except water.

6. Preference for town employee, resident or someone working in Acton

7. Limit on household size to no more than four but preferably fewer.

8. The Town would be responsible for maintenance of the grounds.

9. Standard one year lease with rent of \$1200.

10. The town's hiring of a Property Manager who would do tenant selection and respond to maintenance and emergency issues.

CPA Funding Requests: ACHC has submitted requests for \$ 150,000 for its Community Housing Fund and \$42,000 for a two year commitment to RHSO.

Blanchard Place : The alleged Deed Rider violations are in process of resolution.

IV: New Business

Willow Central: A duplex unit will soon be on the market for resale.

Post Office Crossing : The Board of Appeals hearing, now scheduled for December 9th, will most likely be postponed.

The meeting was adjourned at 8:45. The next ACHC meetings will be on December 5, 2013.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, November 21, 2013

Minutes from October 17, 2013

Copy of Letter from Office of the Attorney General to BOS on charter changes

List of Community Preservation Fund Applications for 2014

Copy of Regional Housing Services Letter to homeowners

Notice of Board of Appeals Hearing re Post Office Crossing

Letter from ACHC dated 9/28/2013 to DHCD re Post Office Crossing

Schedule of ACHC Meetings for 2014