

ACTON COMMUNITY HOUSING CORPORATION
Minutes Thursday, March 6, 2014
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, March 6, 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, Lara Plaskon, Jennifer Patenaude, Dan Buckley, and Corrina Roman-Kreuze.

Guests: Janet Adachi, Board of Selectmen, Steven Gorning, Avalon Bay, Franny Osmond, Transportation Advisory Committee, Holly BenJoseph, Design Review Board

Nancy Tavernier, Chair, called the meeting to order at 7:05PM. Corrina Roman-Kreuze was appointed Clerk for the meeting.

I. The Minutes from the Meeting on February 20, 2014 were read and approved.

II. Financial Report

Nancy reported on the meeting Jennifer and she had with the town auditor Dick Hingston and handed out the audit report. In the opinion of the auditor, the ACHC finances are presented fairly and are in conformity with accounting principles. The Auditor did make two suggestions to improve internal control: 1. that Jennifer and Nancy each review the monthly bank statements and report to the meeting that all is in order and 2. That the ACHC vote to accept the financial report each month and it be recorded in the minutes.

The Auditor helped Jennifer set up the account in Quickbooks. Jennifer will be able to generate monthly written reports for the meetings.

The current balance of checking is \$1863.63 and of the Money Market Fund \$255,095.10. ACHC members Voted unanimously to accept the financial report.

III. Appointment with Steven Gorning, Development Manager of Avalon Bay Communities. He presented a plan for the development of lot 4 behind the existing Avalon Bay apartment complex. He proposes 64 non-age restricted rental townhouses, 2 & 3 bedrooms. His intention is to use the DHCD LIP program. This development was originally proposed as a 55+ home ownership development at the same time the Avalon apartments were being constructed. The market for age restricted units has never come back so the units have been redesigned to smaller square footage and no age restrictions. DHCD requires a minimum of 10% of the units being 3BR units.

The units have a one car garage with one additional parking space, a few units will have 2 car garages (3 bedroom homes). These units will be rental units. They average 1650-1750 square feet.

Guest Franny asked about design – specifically around the garage/parking situation. She explained that in her co-housing community the parking is clustered, encourages community. The members also discussed more gathering spots in the development. Current design has a shared common area behind the inner units, project manager thought walking paths and a tot lot might go in there, he said he would also a dog park would be a good idea, in his experience.

Holly asked about the width of street? Steve estimated it to be 20 feet wide. There would be two way traffic and no on street parking.

Overall – the discussion was positive project manager was open to suggestions. ACHC members have a favorable view of this project.

Franny explained concerns town wide around transportation. The Town has received grant money and is working on a “Cross Town Connect” regional transportation option. The 4-5 towns that are working on this initiative are looking to formalize relationships with businesses. Franny asked if Steve Gorman would consider a financial contribution towards this effort and pointed out that Avalon is poised to be a leader in this initiative. Franny asked how to achieve this. There would need to be a traffic study and this would fall under mitigation.

Bernice asked about next steps. So far, Steve Gorman has met with the Town Manager and Planning department. Nancy will reach out to department heads and Acton Water District. Board of Selectmen and then ACHC will need to sign the LIP application.

Jennifer asked about LEED/Green certification. Steve explained that this is handled on a project by project basis. For rentals, there isn’t as much incentive to obtain the LEED certification. Avalon does make the effort to be energy efficient when possible.

IV Updates

Post Office Crossing – hearing continued to April 14th.

CPC voted to recommend 175,000.00 to ACHC. RHSO position was also recommended for funding. Nancy and Janet visited Carlisle Benfield Farm – all rentals, 26 units.

RHSO budgeted for 370 hours for 2014, office will move to Concord in July 2014.

Complaint at Avalon regarding income eligibility – Avalon must maintain affordable inventory at all times, so if a resident becomes over income, they are asked to leave in 30 days.

V New Business

VASH – housing for veterans through the Bedford VA is still in the dream stage, cannot act at this time. AHA doesn’t have funding to support new units.

2.6 acres of town owned land is a possibility

Resale planned for one unit at Willow/Central.

Additional resale possible summer 2014

Capital Improvement – a new heating unit is needed in one unit. Additional request expected from another unit.

Quail Ridge – wishes to switch around a couple of units, still maintaining number of affordable

units.

Mass Avenue House is not out of our radar quite yet – foreclosure will need to be filed by Chase Bank.

Meeting adjourned at 8:20PM.

Documents referenced during this meeting:

Meeting Agenda

Minutes Meeting Feb. 20th, 2014

One page minutes from August 5, 2013 pertaining to Avalon Bay Site

Preliminary Information document – Avalon Acton Townhomes

Avalon Proposed site diagram

Google Map of Avalon Bay site

Documentation pertaining to Mass Ave house