

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes, Thursday, August 13, 2015 Room 204, Acton Town Hall**

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, August 13, at 7:30 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, Jennifer Patenaude, Lara Plaskon, and Associate members Dan Buckley, and Corinna Roman-Kreuze. Corinna was appointed a voting member for this meeting. Dan recused himself from the discussion of the Elm St. property. Also a number of Acton residents attended for questions and comments about the Elm St. property. A sign-up sheet is available in ACHC files.

Guests: Janet Adachi, Board of Selectmen and Pat Clifford

Nancy Tavernier, Chair, called the meeting to order at 7:30 PM. Bernice Baran was appointed Clerk for the meeting.

I. **Minutes** from the Meetings of 7/9 and 7/20 /15 were read and approved.

II. **Financial Report**

Jennifer Patenaude presented the Monthly Report.

Balances as of 7/31/2015 are as follows:

Checking - \$977.60

Money Fund - \$210,857.60

CD - \$5,420.81

Total - \$227,256.01

Ms. Patenaude and Ms. Tavernier confirmed that they had reviewed the Statement. ACHC voted to accept the Reports. The Year End Statement will be included in the Town Audit.

III. **UPDATES**

**Housing Production Plan** –The Plan has been revised to clarify the goal for the HDC and the Planning Board working together to come up with ideas for adding affordable housing in the Historic Districts.

**Regional Housing Services** –Ms. Plaskon reported that RHSO staff is creating a data base on the RHSO website which will be available to members only. Each member town is contributing \$357 for two years to its cost.

**Meadows** – The work on the affordable units is ongoing . The target date for completion is in the early fall. Ms. Tavernier reported that the Housing Authority duplex with a two bay detached garage is attractive.

#### **IV. OLD BUSINESS**

**Resale – Somerset Hills** – This is now under contract and will soon close.

**Morrison Farm** – The elements of the Morrison Farm RFP now reflect the recommendations of ACHC to seek a tenant. Respondents will submit a plan for their use of the property and if they plan to house livestock then provide a detailed plan for implementation.

#### **Elm St. Discussion and Recommendations**

After discussion ACHC voted to present recommendations to the builder and developer. These were guided by reference to Acton’s Comprehensive Permit Policy, the Acton2020 Comprehensive Plan, and the Housing Production Plan. These are the following:

- 1) Support of the location at 34 Elm St.
- 2) A maximum of 12 housing units
- 3) One 4 bedroom group home
- 4) Maintain the existing home with the following preferences: rehabilitation of the existing house to be sold to Habitat; alternatively rehabilitation of the house and sale of a deed restricted unit to households earning 80-120% of Area Median Income, or selling the house at market rate (we did not have consensus on this).

Since our recommendation is for 12 units we therefore support the inclusion of 9 single 2 and 3 bedroom homes with a range of 1800-2200 square feet. These would include one affordable house at 80% of the area median income.

- 5) Dismantling of the barn  
There were several questions and comments from Acton residents demonstrating continuing concerns about the project.

#### **V. New Business**

**Developer interest** – The Main St and Martin St projects continue to be of interest. Also there is discussion regarding merging parcels on Mass Ave. and Prospect St.

**Closing Cost Assistance Requests** – ACHC voted to approve two grants of \$2,500 to provide assistance toward purchases at the Meadows and at Somerset Hills.

The Meeting was adjourned at 9 PM. Meetings are scheduled for September 28, October 19, and November 16 at 7:30.

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

Agenda, August 13, 2015

Minutes from July 20, 2015

Regional Housing Services Invoice

Elements of Morrison Farm House RFP

Two Applications for Closing Cost Assistance

Outline of Decisions for Elm St. Proposal

Reference Materials for Decisions regarding Elm St. Proposal