

D ACTON COMMUNITY HOUSING CORPORATION
Minutes Wednesday, September 16, 2015 Room 126, Acton Town Hall

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Wednesday, September 16, 2015, 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, Bob Van Meter, Jennifer Patenaude, Bernice Baran, and Lara Plaskon. Also attending were associate members Dan Buckley and Corrina Roman-Kreuze.

Guests: Several members of the neighborhood surrounding 34 Elm Street – Ruth Thatcher, Boris Protopopov, Fran Arsenault, Steve Lenox.

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

I. The **Minutes** from the Meeting of 8/13/15 were read and approved.

II. **Financial Report**

There was no monthly financial report because Jennifer was having computer problems and wasn't able to run reports.

Treasurer's Bond – ACHC has historically taken out a bond of \$200,000 - \$500,000 to protect ACHC's assets; ACHC misunderstood the purpose of the bond and it hasn't actually been required at that level; Jennifer priced more appropriate bonds and proposed a \$50,000 yearly bond. The total cost for 3 years is \$510. ACHC voted to approve the purchase of this bond.

III. **Updates**

Housing Production Plan – HPP has been submitted to DHCD, but we haven't heard anything back yet; RHSO is going to help ACHC stay on task with the goals of the HPP.

Regional Housing Services Office – One refinance request; one resale request and RHSO is taking care of them.

The second phase of the RHSO website is still being developed; it will be a private portal only accessible with a password protected login that will contain owner information such as deed restrictions, refinance information, etc.

Meadows – Water was getting into the basement of the Habitat House due to the grading; After some initial problems getting the issue resolved, the homeowner contacted the Board of Selectmen and the problem was fixed within a week.

Duplex at the Meadows closed today; Kelley from the AHA had an inspection and had some things fixed before the closing.

IV. Old Business

Elm Street Discussion

Summary of ACHC Compromise from August 13th meeting:

- Supported location of 34 Elm Street as appropriate
- Supported maximum of 12 housing units
- Supported 4-bed group home
- Did not support demolition of historic home
- Supported rehab of historic home, with preference being for conversion to a Habitat home
- Supported Habitat's involvement in restoration, but not development of additional Habitat units
- Supported 9 single family homes – preference for small size homes in duplex or triplex configuration
- Supported one affordable unit within the 9 single family homes
- Supported dismantling and relocating of the barn

Nancy presented ACHC compromise at a meeting on 8/16 with developer and Town Planners; Good discussion and developers felt that it was consistent with their goals; Developers relayed that they had come up with a new plan, but did not present it at that time; they shared that Habitat was very interested in rehabbing the historic home.

Next step was supposed to be developers contacting DHCD and then attending this meeting; Nancy didn't hear anything for a few weeks and then received an email from developer to let ACHC know that they have decided to go directly to MassHousing for their permits, so they are no longer pursuing a LIP application. Therefore, ACHC no longer has a formal role in the process.

Process going forward – developers have already contacted MassHousing. MassHousing will do a site visit, and additional due diligence and send the proposal to the Board of Selectmen. BOS will have 30 days to comment. Once the Plan is approved by MassHousing, it then goes to the Zoning Board of Appeals and additional comments from community are possible at that time.

Following Nancy's summary of the status of the 34 Elm Street project, there were some comments from members of the neighborhood in attendance at the meeting, and some dialogue with ACHC and reflection on the process up until this point. Both ACHC and the neighborhood members had concerns about the process and there is a hope for a more positive process if/when future LIP 40Bs are proposed.

Resale Faulkner Mill – underway; being listed for \$175,000

V. New Business

Developer Interest

- **Eric Kaufmann** – piece of land on School Street – plan to tear down the barn and apartment building that is currently there and put up 4 duplexes. They have already approached MassHousing with their plan. Kaufmann will come to ACHC meeting in October, but we do not have an official role because this is not a LIP. Nancy notified one of the abutters so that the surrounding community is aware of the proposal.
- **Mass Ave/Prospect Street** –West Concord developers still considering a 40B here.
- **Martin Street (across from Jones Field)** –Another developer has the 3 properties under agreement. Unknown what the plans are for that land other than a 40B, probably single family homes.
- **Dave Clough** – Congregational Church on Main Street – Church owns 2 homes (8 and 20 Concord Road) and they are applying for CPA funds to fix them up; Church has the idea to make these into affordable rental units; ACHC had a positive reaction to this idea and would be interested in learning more. Nancy will be in contact with Clough to let them know.

Closing Cost Assistance Requests

First Time Homebuyer at The Meadows – request for closing cost assistance; ACHC voted to approve \$2,500 in assistance.

Capital Improvement Requests

Current owner at Blanchard Place– request for \$1,135 for emergency repair of HVAC due to water damage; ACHC voted to approve the request which is 50% of the cost of the repair.

The meeting was adjourned at 8:45pm. **The next ACHC meeting will be on October 19th.**

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, September 16, 2015

Minutes from August 13, 2015

ACHC Home Rule Petition Enabling Legislation

Memo from ACHC to Chip Orcutt and Mark Gallagher re: ACHC compromise proposal for 34 Elm Street

Email from Nancy to ACHC re: meeting on August 16th with Town Planners, Chip Orcutt, and Mark Gallagher re: 34 Elm Street

Email from Mark Gallagher to Nancy re: decision to end LIP process and go to MassHousing for permits for 34 Elm Street development

Closing Cost Assistance application

Capital Improvement Cost Assistance Application

Summary of ACHC's Capital Improvement Program for Preservation of Deed Restricted Units

DHCD Opinion on use of CPA funds to repair central A/C