

ACTON COMMUNITY HOUSING CORPORATION
Minutes
Wednesday, December 14, 2015 Room 126, Acton Town Hall

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Monday, December 14, 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, and Lara Plaskon. Associate members Corrina Roman-Kreuze, and Dan Buckley,

Guests: Janet Adachi (Board of Selectmen), Holly Ben Joseph (Design Review Board), Peter Conant (Developer Consultant)

Nancy Tavernier, Chair, called the meeting to order at 7:33 PM. Lara Plaskon was appointed Clerk for the meeting. Dan and Corrina were made voting members for the night.

I. The **Minutes** from the Meeting of 11/16/15 were read and approved.

II. Financial Report

There was no monthly financial report because Jennifer was not present at the meeting. She will submit a report by the end of December and Nancy will email it out.

III. Updates

Regional Housing Services Office –

- Lara reported that 75% of affordable homeowners have returned their owner self-declarations so far. There are a couple of irregularities with two of the homeowners – RHSO will follow up.
- RHSO will be helping with the Morrison Farmhouse activity.

Meadows – One unit will be finished by the end of December and the last 2 will be finished in January. Developer will not receive Certificate of Occupancy from the Town until he puts up a bond. The Planning Department has been following up to make sure affordable units will be completed.

Resale on Faulkner Mill – still no interest; after 90 days of marketing, the unit will probably be sold to an interested household who is slightly over income.

IV. Old Business

Updates on Proposed Housing Developments –

- No new information on Elm Street. Chip Orcutt reported to Nancy that the draft application is done and is being reviewed by consultants.

- Mass Ave site (across from tennis courts) – definitely does not look like it will be a 40B.

Morrison Farmhouse

Town has decided to sell the property and will put out an RFP to find someone who wants to buy it, rehab it, and sell it as an affordable unit. RHSO is going to help put together the RFP. Nancy checked to see if ACHC is comfortable having RHSO work on the RFP. Nancy is hopeful that RFP will be out by middle of January with a response required 6 weeks after that.

Housing Production Plan

HPP is now posted on the Town website. Nancy will add a standing agenda item about progress toward meeting the goals in the plan.

V. New Business

CPA Study Committee, provide comments – Corrina has been attending Committee meetings about increasing the CPC surcharge from 1.5% to 3%. If this happened, Acton would get a small increase in the amount of matching dollars we receive, but not a lot. Acton currently collects \$875,000. Looks like increasing to 2% might be the best option. Nancy will send comments to the CPA Study Committee, including how ACHC has used CPA funds.

ACHC Development guidelines revisions – Dan offered some suggestions for additional changes to the Public Participation section of the guidelines. Nancy will make those edits.

Developer Interest

- **Peter Conant, 12 Powdermill Road** – Peter gave an overview of the plan for a development on Powdermill Road and ACHC gave feedback. Below is a summary:
 - Property is 1.5 acres and borders the Town of Maynard and the Assabet River. Proposal for 12 two-bedroom units, in 2 groups of 5 and then an additional duplex in front of those.
 - The plot has a lot of unusable land (woods) because the the State Wetlands and River Act require a distance of 200 feet between the river and any development.
 - Pricing will be under \$400,000 for the market rate homes and the affordable would be in the high \$100,000's or low \$200,000s.
 - Currently planning for septic, but there was discussion about whether it would be possible to tie into sewer.
 - Nancy let Peter know that there is an impoundment behind the property where sewage from Maynard was dumped back in the 1980's and it has never been properly cleaned up.
 - Peter is hoping to do a LIP; Nancy encouraged him to reach out to abutters now. There are not any residential abutters.
 - Peter has already met with several Town Department heads.
 - Nancy went over next steps – Nancy will check with Town Planner to see about Dept. Head meeting; Peter should arrange meeting with Design Review Board;

Peter was hoping to make a presentation to Steve LeDoux and the Selectmen soon – January. Nancy let him know it may take longer than that.

- An abutting property was just sold and Peter is meeting with the new owner this week to explore other development possibilities.
- Martin Street – Mark Gallagher will be coming to ACHC at some point.
- School Street Garage – Developer looking at a mixed use project with some housing, but not a 40B.
- AHA – Nancy met with Kelley and they are looking hard to find Town-owned land. They are interested in the Walker land on Main Street that the Town just voted to buy.

CPA mixed use project The Lazaro property on River Street is for sale – 6 acres of land, 1/3 is buildable. Early stages of discussion about what this could be.

The meeting was adjourned at 8:55pm. **The next ACHC meeting will be on January 11th.**

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, December 14, 2015

Minutes from November 16, 2015

Email from Peter Berry re: CPA Study Committee

List of ACHC spending from Community Housing Program Fund and CPA

Revised Guidelines for Affordable Housing Development in Acton