

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes Thursday, May 16 , 2016 Room 126, Acton Town Hall**

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Thursday, May 16, 2016, 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 Bob VanMeter. Guests: Janet Adachi, Selectman, Pat Clifford, Terra Friedrichs

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

I. The **Minutes** of the Meeting on 4/11/16 were read and approved.

**II. Financial Report**

No financial Report was presented for this meeting. The ACHC funds are now with the Cambridge Savings Bank.

**III. Updates**

**Regional Housing Services** – Acton’s Community Services worker has been concerned because several renters have been requesting financial assistance. They cannot afford their ongoing rent and are facing potential eviction. After consultation with RHSO staff it was decided to draft a letter to inform landlords of this issue and recommend more careful financial screenings in the future. The letter is proposed to come from the Town.

**Resale Faulkner Mill** – The prospective buyer is renting the unit while waiting for financing approval from Middlesex Savings Bank.

**Resale Harris Village** –The Acton Housing Authority Board has voted to proceed with the purchase of the unit for their low income rental program. This is allowed through the Town’s Right of First Refusal. The cost of the 3BR units is \$152,140. ACHC will contribute funds toward this purchase.

**III. Old Business**

**Discussion on Proposed Developments** – Nothing further heard about Martin St. or Elm St.

**248 High St.** – DCHD has now completed their site visit which went well. They will issue a project eligibility letter this month.

## V. New Business

**Elections and Reappointments** – All present Board officers were unanimously reelected. Reappointments to present board positions are as follows: Nancy Tavernier, Chairperson; Bob VanMeter Vice Chairman; Jennifer Patenaude, Treasurer; Bernice Baran and Lara Plaskon, Co-Clerks. Lara Plaskon and Bob VanMeter have agreed to be reappointed for a new 3-year term.

**Closing Cost Requests** –An application for \$2,500 for the closing cost on a Quail Ridge unit was approved pending evaluation of the applicant’s assets.

**Community Service Housing Funds** – The Community Services worker has used almost all of the funds granted her last year for emergency housing. ACHC is anticipating that she will request additional funds soon. She will be asked to give us a report re: the funds already spent.

**MHP Technical support for 40Bs and ZBA** – The town Manager has requested a grant from the MHP to fund training re 40Bs for members of the Zoning Board of Appeals. ACHC members suggested that the training also be available to other relevant town officials and boards.

**Walker Land Committee** – Ryan Bettez will represent the AHA Board on the Site Plan Committee filling the housing slot. Bob VanMeter has been recruited to be an at large member.

The meeting was adjourned at 8:15. **The next ACHC meeting will be on June 20. Ms Tavernier and Ms. Plaskon will be attending the MHP Housing Institute meeting on 6/14 and 15.**

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

Agenda for meeting of 5/26/2016

Minutes from Meeting of 4/11/16

Application for Closing Cost Assistance

Letter from Town Manager and ZBA Chairman requesting training for new ZBA members

|