

## ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held 08 April 2010 at 7:00 PM in the Meeting Room of Acton Memorial Library. Present and constituting a Quorum for the purpose of conducting business were regular members Nancy Tavernier, Bob Van Meter, Bernice Baran, Corrina Roman-Kreuze, Brent Reagor, and associate members Betty McManus, Kevin McManus and Dan Buckley

Guests: Pat Clifford, Finance Committee. Belle Choate joined meeting on behalf of concerned neighbors of proposed development at Lillian Rd.

[1] Nancy Tavernier, Chair, called the Regular Meeting to order at 7:00 PM.

[2] Minutes from March 4<sup>th</sup>, 2010 meeting were approved.

[3] Financial Report was given by Treasurer Kevin McManus:

\$100K given to Acton Housing Authority (AHA) from Middlesex Account for purchase of Lalli Terrace AHA unit.

<b>Total balance</b>	\$192,138
----------------------	-----------

### **Updates:**

#### **Lalli Terrace**

All units have now closed.

Nancy T. and Kelley Cronin (AHA) met with owners of home to address concerns of items left in basement. An old water heater, dryer and wire from previous owner were left behind. The door that leads to the outside from basement does not open. Nancy and Kelley agreed to resolve the issues with the developer. Nancy will set up time for committee members to visit the AHA unit.

#### **Towne School**

Steve Joncas – Contacted Nancy T with query how to access gift funds. 21E and structural evaluation needs to be done. Steve Joncas does not yet have an investor for the low income tax credit money as previously reported. DHCD gave award of credits, but investors are difficult to find.

There was a question from Betty McManus regarding Selectmen's vote pertaining to approval of extension of Towne's lease. Nancy will follow up.

#### **Robbins Brook**

\$60,000.00 is recommendation for mitigation of waiving the final three affordable units. BOS to set up payback schedule that will be triggered by occupancy permit issuance.

#### **Central Streets**

Proposed development at 93 Central Street by Marsh View LLC was denied by the Acton Zoning Board of Appeals. Draft decision was made available today, Nancy Tavernier has sent in comments.

### **99 Parker Street**

Waiting on letter of site approval from DHCD. Developer will file comprehensive permit as soon as he receives letter.

### **NEW BUSINESS:**

[5] A confidential request for down payment assistance for affordable unit was received. The applicant requested \$10,000.00. This amount exceeds any previous amount of money granted by ACHC for down payment assistance. Discussion followed, Kevin McManus recommended that a formula be developed for determining the correct amount.

A motion was made to grant the amount of \$3,000.00. A friendly amendment was made to increase the amount to \$3,500.00. Committee voted to grant \$3,500.00. Nancy Tavernier will notify applicant.

[6] Betty and Kevin McManus notified the committee that they will be stepping off of ACHC effective July 1<sup>st</sup>, 2010.

*At 7:40PM, Betty and Kevin McManus recused themselves for the discussion of Lillian Rd proposed development due to their relationship with the developer. As this was the last order of business, they did not rejoin the meeting.*

### **[7] Proposed Lillian Road Development**

*Belle Choate joined the meeting as a representative from the neighborhood.*

A letter was received from MassHousing – the agency is currently reviewing application for Lillian Rd. Acton BOS met on Monday, 05April2010 and re-issued their concerns with this proposed project.

Site visit is scheduled for 14 April 2010. Brent Reagor and Corrina Roman-Kreuze will attend.

Nancy T. spoke with Mike Busby of MassHousing. The “application” received by the Town of Acton is not complete – it only consists of Septic Design information, floor plans and building elevations. NT asked to delay site visit as developer has not submitted all of the necessary paperwork. There are problems and considerable confusion with how many units are actually proposed. Developer is required to submit plans to Town and this has not been done.

Mass Housing will contact developer – application is to be at Acton Town Hall by 09 April 2010.

Nancy T. drafted a letter of response to Mass Housing. If this is to be a five unit development, two units need to be affordable. Mass Housing expects to have more than one site visit.

Brent Reagor found 15 minor errors on the proposed septic plan. These are minor errors that would probably not prevent the installation of the septic system. Board of Health issued comments on plan in October and November 2009, we do not believe that the plan is approved at this point.

It appears that the proposed driveway is still on abutting neighbor's property.

It appears that the developer is a David Nyberg from Acton.

Brent and Corrina will ask questions at site visit on behalf of ACHC.

A motion was made for Nancy T. to draft comments after site visit so that these comments are submitted within 30 day comment period.

ACHC is looking for a treasurer.

[8] Adjournment - Meeting Adjourned at 8:14PM

Next Meeting: 06 May 2010. Meeting on 20 May 2010 is CANCELLED.

Respectfully submitted,

Corrina Roman-Kreuze  
Member ACHC