

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes Monday, November 18, 2019 Room 126, Acton Town Hall**

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Monday, November 18, 2019 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, Lara Plaskon, and Bob VanMeter (arrived 7:45pm), and associate members Corrina Roman-Kreuze and Dan Buckley. Dan was made a voting member since Jennifer was not present.

Guests:

- None

Nancy Tavernier, Chair, called the meeting to order at 7:32 PM. Lara Plaskon was appointed Clerk for the meeting.

I. The Minutes from the Meeting of 10/21/19 were read. Bernice moved to approve the minutes and Lara seconded. The motion carried.

**II. Financial Report**

**Monthly Report**

Town auditor is here.

Jennifer did not prepare a financial report this month.

**III. Updates**

**ZBA hearing** – There will a peer review of environmental issues in the Piper Lane development, including a vernal pool. The 180 day deadline for the ZBA to make a decision is approaching.

**Regional Housing Services Office (RHSO) –**

- Homeownership monitoring self-declarations – Letters have been coming in; Lara will pay particular attention to the response of one owner who doesn't appear to be living in her home.
- Stow Street re-sale – home inspection on Thursday to assess state of the home; there may be a decision to remove the deed restriction if the unit is not appropriate to re-sell to a new affordable homeowner.
- Capital improvement application for Martin Street unit to improve heating system; Lara will ask Kristen in Planning if the market units have the same style heating systems as affordable

## **Housing Production Plan**

- 3 focus groups were conducted during the past week with various interested groups – all went well; Online survey will be launched; RHSO is working on the needs assessment

## **IV. Developments**

### **Current developments**

- **Sonny Side, Prospect Street** – Buyer was selected, but not yet moved in
- **184 Main Street** – dismantling of the old building has begun
- **Avalon II** – making some noise; applying for permit

### **Previously discussed proposed developments**

- **Powder Mill development** – Nancy has not heard any updates; Grant to help connect to sewers didn't come in
- **Main Street/AHA** – citizen architectural committee has formed
- **Great Road site** – site visit tomorrow with DHCD
- **Nagog site** – no movement

## **V. Old Business**

### **CPA requests**

- \$100,000 - ACHC
- \$500,000 - AHA
- \$65,000 - RHSO

## **VI. New Business**

**Dog Park request for feedback and presentation** – Acton Dog Park committee wants to present to ACHC about their proposal; ACHC agrees this is not in our purview so we are not going to take any position on this issue.

## **VI. Administrative**

**Continued discussion ACHC transition chart – report on meeting with Town Manager** – Town Manager had positive feedback on the plan for Nancy to step down as chair of ACHC. We will continue to follow the chart that Nancy prepared of tasks and responsibilities.

Lara moved to adjourn meeting, Bernice seconded, and the motion passed. The meeting was adjourned at 8:35pm. **The next ACHC meeting will be on December 9, 2019 (if needed)**

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

Agenda, November 18, 2019

Minutes from October 21, 2019

Chart of Affordable Housing Projects in Pipeline or under construction

Email regarding Acton dog park

ACHC Tasks and Responsibilities chart

Chart of ACHC tasks to prepare for transition