

ACTON COMMUNITY HOUSING CORPORATION
Minutes Wednesday, March 15, 2023 – online via Zoom

Pursuant to notice given, a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Wednesday, March 15, 2023 at 2PM via zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi, Andy Richardt, Bernice Baran, Bob VanMeter and Judy Hodge, and associate members Dan Buckley and Corrina Kreuze (Corrina left at 3pm). Janet designated Dan and Corrina as voting members for today's meeting.

Lara Plaskon from RHSO serves as ACHC's off-board Clerk and was present for the meeting.

Guests:

- Eileen York, Two unidentified people called in – community members

Janet Adachi, Chair, called the meeting to order at 2:02 pm. Janet read the updated meeting notice, including guidelines for public participation in the meeting.

I. Regular Business

- **Minutes of February 14, 2023** – Corrina moved to approve the minutes of the February 14th ACHC meeting and Judy seconded – Lara took a roll call vote and the motion passed unanimously.

- **Monthly Financial Reports through 2/28/23**

Andy reported the following:

- Total ACHC assets as of 2/28/23 –\$69,434.80 – only change from previous month was interest earned - \$21.61
 - Committed funds - - \$200K for McManus Manor and \$100K conditionally approved for Tavernier Place – Janet has been moving forward with both
 - Funds available for expenditures
 - Savings & Checking - \$63,532.88
 - Gift funds - \$244,126.22
 - CPA funds - \$225,000
 - Total available for expenditures - \$232,659.10
 - Janet and Andy affirmed that they have both reviewed the monthly financial statements.
 - Bernice moved to accept financial report and Bob seconded – roll call vote was taken and the motion passed unanimously.
- **Regional Housing Services Offices Update** –
 - A buyer has been identified for the affordable resale unit at 212 Central Street; A P&S was signed and the unit is scheduled to close on 5/1. Lara informed buyer of the closing cost assistance program, so there will likely be a closing cost assistance application to review at next ACHC meeting.

- Annual monitoring of Acton's affordable homeowners has been going well. RHSO has received self-certifications from 86%+ of Acton's owners. Lara will do one last follow up to the handful of owners who have not responded.
- Rehab Trust – Liz has drafted a scope of work for the feasibility study on the establishment of a rehab trust that was approved at last year's town meeting. One of the first steps in the study will be a meeting with Planning staff, the Town Manager, and the trust's proponents to discuss which entity would be best to manage the trust. ACHC may be part of future discussions if there is interest in ACHC playing a role in the trust.
- **Chair Update –**
 - Tavernier Place
 - request for Select Board to approve \$100K in spending – Common Ground would like the funds sooner rather than later
 - Janet is working on the paperwork to get these funds to Common Ground; everyone is ready to move on this
 - Janet plans to touch base with Steve Joncas to find out the details of what is causing the delays
 - WR Grace – Janet had a conversation with developers and got more details on their plans, and she hopes to have them on the agenda next month so ACHC can learn more and decide if they would like to endorse WR Grace's development plans
 - Janet submitted ACHC's portion to the Town's annual report – due at the end of February
 - Housing Justice Campaign Kick-off – event tomorrow at State House to advocate for more funding for maintenance of state-funded public housing
 - CPC voted on the projects that will appear in the Town Meeting warrant – ACHC's request for \$200K will be on the warrant for the Town to consider
 - Legislation is pending at the State House to authorize remote meetings and remote participation until 2025; permanent remote participation is not under consideration for now; Janet will attempt an in person/hybrid meeting for ACHC in April
- **Member Updates**
 - Judy went to a housing forum on 2/8 – was not well attended; Jamie Eldridge and Kelley Cronin presented about strategies and complexities re: increasing affordable housing
 - Bob – Greater Boston Interfaith Organization (GBIO) – community organizing group largely made up of religious congregations – has been focusing on housing issues for the past year or so, specifically on state public housing and the need for more funds to maintain housing; There will be a one hour rally tomorrow at the State House to push for more funding for this purpose - AHA has struggled to fund maintenance and is encouraging people to go
 - Bob – there are now 5 candidates for two positions on the Select Board; Housing for All might organize an event where candidates can speak to

housing issues; The League of Women Voters is also planning a similar forum

II. New Business –

- **Capital Assistance Request**

- Request from homeowner for \$700 to assist in paying for water heater replacement
- Lara reviewed the reasons that the application has been redacted to protect confidentiality
- Dan moved to fund \$500 to assist the homeowner to avoid the Town having to request a 1099 from the homeowner; a discussion followed regarding when a 1099 is necessary
- Lara, Janet, and Andy will look into what the limit is to request a 1099
- Dan moved and Bob seconded that Andy and Janet will confer with Lara on the grant amount that makes the most sense based on the 1099 requirements, and then pay that amount to the applicant – motion passed unanimously

- **Member Discussion of ACHC Priorities**

- Bob suggested advocating that the Town develop an inclusionary zoning provision
- Bernice would like to review what land is available in Acton to be developed; prepare materials for developers – perhaps organize a meeting that developers could attend to learn about development opportunities
- Dan wondered what's going on with the Powder Mill project – Janet said it's unknown what's happening now
- Judy would like to see ACHC be more proactive in advocating for and supporting housing for populations below 80% AMI – she is curious what opportunities MBTA communities law will bring
- Andy – suggested renewing focus on homeownership – trying to identify parcels of land that might be good candidates for development of affordable homeownership
- Dan – wondering about parcel next to junior high that Common Ground purchased to develop affordable homeownership units
- Bernice – would like ACHC to have a presence at Rehab Trust meeting – Lara and Janet clarified that it is very early in the process of the study and ACHC would be included later when/if it makes sense
- Bernice – interested in learning more about the zoning in Town and available parcels and what is actually possible – could Town departments do a presentation for ACHC?

III. Old Business – None

IV. Future Agenda Items

- W.R. Grace redevelopment proposal

Judy moved to adjourn the meeting at 3:15pm and Dan seconded. Lara took a roll call vote – motion passed unanimously.

The next ACHC meeting will be on March 14, 2023, 7pm

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, March 15, 2023

Financial Reports through 2/28/23, including bank account and housing gift funds

Draft Minutes from 2/14/23 ACHC meeting

Capital Assistance Application Redacted

Memo from Janet to Select Board re: proposed additional ACHC funding for Tavernier Place