

ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held February 15th, 2007, in Room 126 at the Acton Town Hall. Present and constituting a quorum for the purpose of conducting business were: Ryan Bettez, Dan Buckley, Nancy Tavernier, and designated voting members Bernice Baran and Pam Shuttle.

Guests: Pat Clifford, Finance Committee representative
Belle Choate

- 1) Nancy Tavernier, Chair, called the Regular Meeting to order at 7 PM.
- 2) Ryan Bettez moved to approve the minutes of the Regular Meeting of February 1st, 2007. Dan Buckley seconded the motion. The motion was passed .

3) Updates

Willow Central

Legal notice of the RFP was posted in the Central Register on February 14th. The RFP was mailed to developers on the same date. Information about the RFP has been sent to the Acton Beacon to be published on February 15th and 28th. Paul Gaboury, John Flannery, and Steve Marsh have obtained copies of the RFP. The final date for submitting proposals is March 19th. Ryan Bettez, and Nancy Tavernier, Lauren Rosensweig, Selectwoman, and Pat Clifford, member, Finance Committee, are on the Selection Committee. Ms. Tavernier stated that she will attempt to add a representative of Town staff to the Committee.

4) Old Business

A) 93 and 113 Central St.

Belle Choate presented revised plans for the development of two sites at 93 and 113 Central St. and requested feedback from ACHC members. The plan is to build four 4 bedroom single family homes at 93 Central and five 4 bedroom homes at 113 Central. Each lot is one acre; each house is approximately 2500 square feet. The price of the homes is expected to be \$500,000. Each site will have one affordable home. ACHC members responded favorably to the addition of four bedroom affordable homes in Acton .Committee members suggested further revision of the plans, including reducing the number of homes at 113 Central and reducing the size of the homes. ACHC members requested a plot plan which will include abutters' homes. Ms. Tavernier requested that the developer obtain information from DHCD about whether different size homes in one project can be approved. It would also be helpful to review the current guidelines about building different size homes at the sites.

B) Condo Buydown Program

Ms. Tavernier reported that the CPC has approved \$170,000 to ACHC. ACHC already has \$140,000 for this program. Bernice Baran moved and Pam Shuttle seconded a motion to hire Maureen O'Hagan as the Lottery Agent at a rate of \$5,835 to prepare a Ready Buyer List and obtain approval of the lottery by DHCD. Ms. McManus will prepare a letter to be sent to selected condominium associations to inform them of the plan to implement this program. Members recommend that the letter be sent to condos with a range of models, including townhouses.

5) New Business

Ms. Tavernier reported that the next FTHB course will be held beginning on April 25th. Notice of the course is being advertised; a flyer is being sent to our mailing list.

The Regular Meeting was adjourned at 8:50PM. The next meeting is scheduled for Thursday, March 1st, 2007.

Submitted by Bernice Baran