

## ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice given a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held July 19, 2007 at 7:00 PM in room 126 at the Acton Town Hall. Present and constituting a quorum for the purpose of conducting business were: Ryan Bettez, Dan Buckley, Kevin McManus, Naomi McManus and Nancy Tavernier. Associate Members: Bernice Baran and Pam Shuttle. Guest: Pat Clifford, Finance Committee representative

- 1). Nancy Tavernier, Chair, called the Regular Meeting to order at 7:00 PM.
- 2). Kevin McManus moved to approve the minutes of the Regular Meeting of June 21, 2007. Ryan Bettez seconded the motion and all members voted in favor.
- 3). Financial Report  
Ms. Tavernier contacted the Town Accountant to request transfer of the ACHC's \$170,000 CPA funds. She anticipates the ACHC will receive the \$170,000 of CPA funds by mid August. Kevin McManus will transfer \$5,000.00 from Worker's Credit to the Middlesex Savings to cover any cost incurred when the ACHC closes on the Willow Central project.
- 4). Updates
  - A). Willow Central Project  
Ms. Tavernier reported that during the Selectmen's meeting of 7/16/07 the Disposition Agreement was signed by the Selectmen, the ACHC and the developer Mark O'Hagan. The plans and permitting approvals have been delivered to Casey Cochran the project manager for MCO. Mr. Cochran believes the existing building will be demolished in mid August. It was noted once the developer receives a Building Permit, the Acton Housing Authority plans to advertise a Request For Proposal (RFP) for a three bedroom unit, newly constructed, centrally located with a purchase price of \$270,000.
  - B). Condo Buydown Program  
Discussion was deferred until the end of the meeting as Pam Shuttle will be recused from the discussion because she has applied for the Condo Buydown lottery.
  - C). 670 Mass Ave. Foreclosure  
Ms. Tavernier reported that a four party Disposition Agreement between the Town, DHCD, the holder of the mortgage and the owners of the property must be signed in order to work through the sale of the property to an eligible buyer. Ms. Tavernier expressed reservation regarding the owner's cooperation as they are asking to be reimbursed for expenses they incurred when replacing windows and the heating system.

## 5). Old Business

### A). Davis Place

Ms. McManus and Ms. Tavernier reported they have inspected the first affordable unit and found it to be well designed, spacious and appeared to be excellent condition. The closing on the unit is scheduled for the end of July.

### B). Blanchard Place

MCO has been hired to do the Marketing and Lottery Plans of the affordable units. Ms. Tavernier expressed concern that the original pricing of the affordable units (\$191,000 for the three bedrooms and \$167,000 for the 2 bedrooms) may not be approved by DHCD now due to the increased interest rates.

### C). Towne Building

Ms. Tavernier reported she had met with developer Steve Joncas and the Acting Town Manager to discuss the Mass Ave. curb cut and that it must be approved by Mass Highway Department. Due to the building's recent vandalism the Town intends on cutting down the growth of vegetation and shrubs which will expose the building's exterior making it more visible by the police. Mr. Joncas stated he had applied for the February '07 round of funding but was denied and intends to apply for September's '07 round but feels realistically they will not receive funding until all permits are in hand as the funding is very competitive. He intends to have all permits for the February '08 funding round. The proposed budget for the 17/18 units project is \$4,000,000 with an anticipated budget shortfall of \$300,000 to \$400,000 after receiving funding. Ms. Tavernier discussed the possibility of the Town using \$180,000 from the Housing Gift Fund to cover the cost of the project's Sewer Privilege Fee. The ACHC discussed that 40% of the units will be designated for affordable housing. It was noted because the project will be developed as rental housing, all the units will be counted towards Acton's 10%. The developer is currently finalizing the design and the funding package for the project.

## 6). New Business

### A). Somerset Hills

The members discussed the LIP application submitted to the ACHC for approval by the developer's consultant Maureen O'Hagan. The one 1 bedroom affordable unit is priced at \$130,000 and the two 2 bedroom units priced at \$145,000. The members expressed concern that the selling prices and the condo fees of \$181.00 to \$195.00 may not be approved by DHCD. The original decision approving the condo conversion by the Planning Board and the Selectmen did not account for the affordable unit's condo fees. Ms. Tavernier discussed the possibility that in the future the ACHC might buy down the affordable units if DHCD denies approval due to the proposed sales price and condo fee structure. There was a sense of the committee that we should subsidize the selling price to increase the level of interest. Nancy will discuss the options with Maureen.

Naomi McManus moved to approve and submit Somerset Hill's LIP application to the Board of Selectmen for the Town's approval. Dan Buckley seconded the motion and all members voted in favor.

B). Trammel Crow Development

Ms. Tavernier discussed the proposed Trammel Crow development located in Concord but requiring access in Acton. The 350 rental units will consist of high rise buildings and townhouses with a clubhouse and pool. The proposed project will have 1 and 2 bedroom units with some 3 bedrooms. It was noted that 60% of units will be 2 bedrooms. The developers applied to Mass Housing for approval in March '07. As the only access is in Acton, the Selectmen have submitted the following comments: concern regarding the legal status of the egress easement, the infrastructure in Acton and Sudbury is insufficient to safely accommodate the proposed project, the need for sidewalks from the development to the shopping mall, the effects the project may have on the surrounding businesses sites, if the access remains in Acton that the project must receive a Comp Permit from Acton's Board of Appeals, and if the project is approved that Acton receive credit of 100 affordable units to be counted towards its 10% with the units to receive local preference status. The ACHC discussed asking for at least 35 of the units to be counted toward Acton's 10% and that the Acton local preference applicants should be given equal footing with the Concord local pool and that some of the 3BR units be made available to Acton preference households. When the public hearing is held in Concord, ACHC will submit comments.

C). Avalon Acton Marketing

Travis Jett, Avalon's Affordable Housing Compliance Manger has contacted Ms. Tavernier asking for Acton's water and sewer offset charge. Ms. Tavernier informed him that Acton does not have an offset charge. Mr. Jett stated he would use Lexington's offset. Sixty of the 197 units will be designated for tenants at 50% of the AMI. One bedroom units will be rented at \$606, 2 bedroom at \$716, mid-rise 1 bedroom at \$617, and 2 bedroom at \$731. Acton's Section 8 one bedroom units will be \$982 and the two bedroom units will be \$1136 while Westford's Section 8 one bedroom will be \$729 and the two bedrooms \$941 a month. He anticipates setting the utility allowance at \$182.00. Twenty per cent of the 197 units will be designated affordable.

D). Quail Ridge

Ms. Tavernier reported her conversation with Jay Peabody regarding Quail Ridge's decision to submit plans to the Planning Board for 175 units of Senior Housing on site with a nine hole golf course. This is an alternative plan if the membership does not increase. The proposed plan would be all home ownership for 55 years and older consisting of single family homes, duplex and garden style with the possibility of an affordable component of 5%. The ACHC would monitor the proposed affordable units which would be sold to eligible income applicants at 80% of the AMI. If the ACHC expressed an interest in serving other income groups such as 120% of the AMI. The current 18 hole golf course would be reduced to a 9 hole golf course with the remaining 9 hole designated as Open

Space in perpetuity as required in the original permitting of the site. The developer plans to submit the Senior Housing Plan in 4-6 weeks. The ACHC members were asked to submit their comments to Mr. Peabody.

7). The Regular Meeting adjourned at 9:30 PM and the next meeting was scheduled for August 2, 2007 at 7:00 PM.

Respectfully submitted,

Naomi McManus, Clerk