

## ACTON COMMUNITY HOUSING CORPORATION

Pursuant to notice a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held November 8, 2007 at 7:00 AM in room 126 of the Acton Town Hall. Present and constituting a quorum for the purpose of conducting business were: Dan Buckley, Kevin McManus, Naomi McManus, Nancy Tavernier and designated voting member Bernice Baran.

Pam Shuttle Associate Member

Guest: Pat Clifford, Finance Committee representative

- 1). Nancy Tavernier, Chairperson, called the Regular Meeting to order at 7:00 AM.
- 2). Kevin McManus moved to approve the minutes of the Regular Meeting of November 1, 2007. Dan Buckley seconded the motion and all members voted in favor.
- 3). The members discussed Ryan Bettez resignation submitted as of November 1, 2007 and his pending appointment by the Selectmen as a Planning Board Member. He will truly be missed by the ACHC and the members hoped that in the future he will return.

#### 4). Financial Report

Mr. McManus stated he had written a check to Acton Real-estate for \$1000 to be used as a deposit with the ACHC's Offer to Purchase a two bedroom condo unit at Briabrook for \$145,000. Ms. McManus and Ms Tavernier will meet with the agent at Acton Real-estate to write up and sign the Offer after the Regular Meeting today. If the offer is accepted the ACHC will name the Acton Housing Authority as their Nominee to purchase the unit by the end of December.

#### 5). Updates

##### A). Willow Central

Ms. Tavernier stated that Mark O'Hagan, the developer, has agreed to provide the trim as specified in the original plans. She added, if the cost is significantly increased do to the use of wood or Aztec, the gift fund provided by the Steinberg Lalli Fund will cover the additional expense. Dan Buckley stated he plans to visit Mark's Northboro project to see the vinyl trim Mark is recommending. Ms Tavernier noted that the developer has the Building Permit in hand and has begun construction. The AHA will place a 30 day Request for Proposals (RFP) in the Central Register noting their intention to purchase a new construction three bedroom unit.

##### B). Condo Buydown Program

Ms. Tavernier informed the members that a three member household, currently an AHA client, has decided to purchase the two bedroom unit at Parker Village. The buyer has submitted all the required information and has been approved by Citizens Bank for a mortgage. She also will use the Soft Second Loan Program for \$20,000, of which only the interest is paid for 10 years. The Closing is scheduled for December 5, 2007. Nancy Tavernier moved to cover the lender's

lawyer cost up to \$650. Mr. McManus seconded the motion and all members voted in favor.

C). AHA's Local Action Unit LIP Application

Kevin McManus moved to authorize Naomi McManus sign the AHA's LIP Application in the absence of Ms. Tavernier. Dan Buckley seconded the motion and all members voted in favor.

6). Old Business

Ms. Tavernier presented the new Bylaws for the ACHC's new filing for the Federal Tax Exempt status. Nancy Tavernier moved to approve the Bylaws that will be sent to Peter Farrow for his review and revision. Dan Buckley seconded the motion and all members voted in favor. The ACHC's Legislature Act has finally been filed with the Secretary of State by Town Counsel.

7). New Business

A). Municipal Coalition for Affordable Housing

Ms. Tavernier informed the members that the Selectmen discussed joining the Municipal Coalition for Affordable Housing but deferred taking a position until more information was gathered on the Coalition. A Selectman will be meeting with Les Fox of Boxborough to obtain information on the Municipal Coalition and will be report back to the full Board at their next Regular Meeting.

It was noted many of the prime movers of the Coalition are lawyers and auditors who have actively fought against development under 40B.

B). Reform of 40B

Nancy Tavernier moved that the ACHC would send a letter to State Representative Jamie Eldridge regarding the ACHC's position that 40B's regulations needed to be revised not repealed.

C). Quail Ridge

The Planning Board has asked for comments regarding the revised plans for the proposed development at Quail Ridge. The ACHC's members had no comment as the revision did not involve changes on the affordable housing component of the development.

D). First Time Homebuyers Course

It was the sense of the members to ask South Middlesex Opportunity Council (SMOC) to run a Homebuyers Course in Acton in the spring.

8). The Regular Meeting adjourned at 8:15 AM. The Regular Meeting of November 15, 2007 was cancelled and the next Regular Meeting was scheduled for December 12, 2007 at 7:00 PM.

It was noted that an Informational Session for Ellsworth Place will be held November 27<sup>th</sup> at 7:00 PM in room 204 and an Informational Meeting for Somerset Hills will be

held December 6, 2007 at 7:00 PM in room 204. In the absence of Ms. Tavernier Naomi McManus, Bernice Baran and Pam Shuttle will cover for both Informational Meetings.

Respectfully submitted,

Naomi McManus, Clerk