

**Acton Community Housing Corporation**  
**Nancy Tavernier, Chairman**  
**TOWN OF ACTON**  
Acton Town Hall  
472 Main Street  
Acton, Massachusetts, 01720  
Telephone (978) 263-9611  
[achc@acton-ma.gov](mailto:achc@acton-ma.gov)

Consent  
#10  
9/22/08

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TO: Board of Selectmen  
FROM: Nancy Tavernier, Chair  
SUBJECT: Action items for BOS meeting 9/22/08  
DATE: September 18, 2008

ACHC met this morning and made the following recommendations for BOS consideration:

1. In October, 2007 the ACHC recommended the use of \$150,000 from the Robbins Mill/Pulte Affordable Housing Gift Fund be used as the local contribution to the Towne Building development. The recommended funds would cover the cost of the Sewer Privilege Fee. The Selectmen concurred with a vote on October 22, 2007. Due to the critical need for repairs to the roof and skylights of the Towne Building, the developer has requested a reallocation of the housing funds to offset the cost of the roof repairs immediately. ACHC voted to recommend the reallocation of up to \$78,000 of the Pulte Gift Funds for roof repairs. We urge the Selectmen to concur to allow the repairs to move ahead quickly.
2. Due to the extended Leave of Absence to be taken by one of our regular members, Dan Buckley, we request that Associate Member Pam Shuttle be elevated to Regular Member status for the duration while Dan be reassigned to Associate Member. It is understood that Dan will not be attending the meetings but will stay in touch with the committee.

**BOARD OF SELECTMEN & SEWER COMMISSIONERS'**  
**MEETING AGENDA**

*Francis Faulkner Meeting Room*

*Town Hall*

October 22, 2007

7:00 PM

**I. CITIZENS' CONCERNS**

**II. PUBLIC HEARINGS AND APPOINTMENTS**

1. **7:02 OPERATIONAL MINUTE**  
The Town Manager will provide a brief report on topics of interest.
2. **7:15 AMENDMENT TO THE TRAFFIC RULES AND ORDERS, FOSTER STREET**  
Enclosed please find materials in the subject regard, for Board consideration.
3. **7:20 LAND/WATER USE STUDY GROUP PRESENTATION**  
Enclosed please find materials in the subject regard, for Board consideration.
4. **8:05 AUDUBON HILL SEWAGE DISPOSAL REPAIRS**  
Enclosed please find materials in the subject regard, for Board consideration.
5. **8:30 TRAFFIC CONCERN ON MAPLE STREET**  
Enclosed please find materials in the subject regard, for Board consideration.
6. **8:45 RECREATION COMMISSION RECOMMENDATION – CANINE CONTROL ON CERTAIN RECREATION PARCELS (THIS MEETING WILL OPEN AND THE BOARD MAY WISH TO CONTINUE THIS DISCUSSION TO NOVEMBER 5 AT 8:00 P.M.)**  
Enclosed please find materials in the subject regard, for Board consideration.

**III. SELECTMEN'S BUSINESS**

7. **MBTA PEDESTRIAN CROSSING SURFACE IMPROVEMENT, CENTRAL STREET AT IDYLWILDE FARM**  
Enclosed please find materials in the subject regard, for Board consideration.
8. **STATUS REPORT IN REGARDS TO THE MAIN STREET SIDEWALK PROJECT**  
No Materials Enclosed
9. **OTHER BUSINESS**

#### **IV. TOWN MANAGER'S REPORT**

##### **10. 468 MAIN STREET REUSE PROPOSAL**

Enclosed please find materials in the subject regard, for Board consideration.

#### **V. CONSENT AGENDA**



##### **11. ACTON COMMUNITY HOUSING CORPORATION, REQUEST FOR USE OF ROBBINS MILL/PULTE AFFORDABLE HOUSING GIFT FUND**

Enclosed please find materials in the subject regard, for Board consideration.

##### **12. EMPLOYER SUPPORT OF THE GUARD AND RESERVES, REQUEST FOR SUPPORT AND SIGNATURE OF A PLEDGE.**

Enclosed please find materials in the subject regard, for Board consideration.

##### **13. REQUEST FROM TRANSPORTATION ADVISORY COMMITTEE (TAC) TO SURVEY CITIZENS REGARDING TRANSPORTATION ISSUES AND PERMISSION TO PROCEED WITH A GRANT APPLICATION.**

Enclosed please find materials in the subject regard, for Board consideration.

##### **14. ACCEPT GIFT RECREATION DEPARTMENT**

Enclosed please find a gift of \$2,000.00 from the Daniel McCarthy Memorial fund to be used to support the 2007-08 Acton Teen Repertory Theatre Group, for Board consideration.

##### **15. ACCEPT GIFT, MUNICIPAL PROPERTIES**

Enclosed please find a gift of an "October Glory" Red Maple valued at \$1,000.00 from NSTAR, for planting on the town Common in front of 468 Main Street, for Board consideration.

##### **16. DISPOSAL OF OBSOLETE MATERIALS, MEMORIAL LIBRARY**

Enclosed please find materials in the subject regard, for Board consideration.

##### **17. COMMITTEE APPOINTMENT, ECONOMIC DEVELOPMENT COMMITTEE, NICHOLAS FRANCIS**

Enclosed please find materials in the subject regard, for Board consideration.

##### **18. ACCEPT FEE INCREASE – STATE CONTROLLED FEES**

Enclosed please find materials in the subject regard, for Board consideration.

#### **VI. EXECUTIVE SESSION**

An Executive Session will be needed for discussion of land purchase and possibly other matters. Materials may be found in the Confidential Folder

##### **ADDITIONAL INFORMATION**

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

**MINUTES PENDING VOTES**

September 29, Special Meeting, October 9, Regular and Executive Session, October 11,  
2007 Special Meeting

**PENDING COMMITTEE APPOINTMENTS**

Mike Fisher, TAC Nicholas Francis, EDC

**FUTURE AGENDAS**

To facilitate scheduling for interested parties, the following items are scheduled for  
discussion on future agendas. This is not a complete agenda.

November 5 & 19 December 3 & 17

**TOWN MANAGER'S REPORT**

John wants to move the fitness center to the 468 Main Street House. It is in the center of town and suggested we fund this if monies become available. It will bring down health care costs and help the firefighters with their activities. He is recommending that we move forward with this as money becomes available. The Board felt that we need more review of this.

**CONSENT AGENDA**

ANDREW MAGEE – Moved to accept the Consent Agenda with a hold on 12. LAUREN ROSENZWEIG – second. UNANIMOUS VOTE

Peter asked if we have any employees serving, John said we have had three, two to Iraq and one to the New Orleans disaster site.

PETER BERRY – Moved to approve. LAUREN ROSENZWEIG second. UNANIMOUS VOTE.

**EXECUTIVE SESSION**

ANDREW MAGEE - Move to go into Executive Session to discuss, land purchase and Lease only to come back into Regular Session to adjourn. Roll Call was taken, All Ayes

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Christine Joyce, Recording Secty

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Clerk, Board of Selectmen

\_\_\_\_\_  
Date

BOS Agenda  
Consent  
10-22-07

11

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**Nancy Tavernier, Chairman**

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TO: Board of Selectmen  
FROM: Nancy Tavernier, Chair, ACHC  
SUBJECT: Request for housing gift funds  
DATE: October 15, 2007

The ACHC has voted to request the use of \$150,000 from the Robbins Mill/Pulte Affordable Housing Gift Fund, which is held by the Town and controlled by the Selectmen. In 2002, ACHC met with Robbins Mill developer Charlie Dexter in regard to his proposed 90-unit development off Carlisle Rd. Dexter expressed an interest in making a financial contribution to the furthering of affordable housing. The Planning Board approved his special permit with the condition that Dexter contribute \$400,000 to the Town to provide for 2 units of affordable housing off site. When the construction began in 2005, the new developer (Pulte) honored the commitment and donated the funds to the Town. They have not been used to date, this is the first request from ACHC.

The requested use for the funds is to transfer a payment to the Town to cover the cost of the sewer privilege fee for the proposed 17 rental units at the Towne Building development. This fee has been calculated by Doug Halley to be \$148,353.84. The privilege fee is based on \$12,311.52 per unit (a unit being three Bedrooms). Two bedroom units or less would be  $.67 * \$12,311.52$  or \$8,248.72. The proposed development unit count is for two 3-BR units and fifteen studio, 1-BR, and 2-BR units. A minimum of 40% of the units will be affordable and because it is a rental 40B, 100% of the units will count toward the Town's 10%. The payment from the gift fund would go to the Town once all the permitting and funding is in place for the development and it is ready to proceed. The gift funds would only be used for this affordable housing use.

The Towne Building has been part of the sewer district since its demolition was blocked by Town Meetings in 2001 and 2002, well before the final betterments were issued. Because it is a Town-owned building, it cannot be assigned a betterment but rather a sewer fee. The wastewater flow for the Towne Building was considered within the original 250,000 gallon per day collection system. The original capacity assumption used was for 20 units, the current proposal is for 17 units.

Lauren and I recently met with the selected developer Steve Joncas of Common Ground Development Corporation, his financial consultants, eight long time Acton residents who are very supportive of the project, and three Historic District Commission members. At this meeting, Steve gave an overview of the proposed design and timetable for getting final approvals and funding from state and federal sources. He will be applying for the February 2008 state funding round but those projects that are ready to proceed have the best chance of early funding, the more likely successful funding round will be September 2008. Construction would be slated to begin in early 2009. There is a very dedicated group of Old High School alumni who are following this development closely. The historic preservationists in the town are also very

supportive of his plans and protective of the building. Common Ground Development was selected by a developer selection committee chaired by then Selectman Peter Ashton, in April 2006. The 50 year lease between the Selectmen and Common Ground Development was signed in 2007. A commitment from the Town to pay the sewer fee sends a strong message of local support for the project to the funding agencies. These are not local or state tax revenues but funds from a developer who expected to fund two units. In the interest of getting the biggest bang for the buck, 17 units could be subsidized for just a portion of the gift, \$150,000.

We are very pleased to have this project finally be on the move, it has been a long 7 years. We appreciate your past support of the project and hope you will approve this request for a commitment to transfer \$150,000 from the gift fund to the Town as the Town's local share.

If you have any questions, please contact me.