

ACTON COMMUNITY HOUSING CORPORATION
Minutes Monday, December 14, 2020 – online via Zoom

Pursuant to notice given, a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Monday, December 14, 2020 at 4PM via zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi, Bernice Baran, Andy Richardt, Judy Hodge, and associate member Dan Buckley. Bob Van Meter joined the meeting at 4:11pm.

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

Guests:

- A few members of the public also joined the meeting.

Janet Adachi, Chair, called the meeting to order at 4:05PM. Janet read the meeting notice, including the Covid-related guidelines for the meeting.

I. Regular Business

- **Minutes** – The minutes from the meeting of 11/16/20 were read. Bernice moved to approve the minutes and Judy seconded. Lara took a roll call vote – the motion passed unanimously.

- **Financial Report**

Nancy reported the following:

- Total ACHC assets as of 11/30/20 – \$73,879.56 (includes savings, checking, CD).
- \$2,500 check for closing cost assistance has not yet been cashed; Nancy had a postage expense of \$27.
- Part of the balance sheet is a CD at Middlesex Savings Bank that will expire next June – Nancy wants Janet to take a look to see if ACHC no longer needs to maintain the CD. It was originally set up as a safeguard in case there was a problem with the property management at the Old High School. Janet will re-visit this issue and see if there is a way to change this arrangement if it makes sense.
- Judy moved to approve this report and the \$27 postage expense, Bernice seconded; Lara took a roll call vote – motion passed unanimously.

- **Regional Housing Services Offices Update**

Lara reported the following:

- The homeownership monitoring letters are continuing to come in – about 70% have been returned. Second mailing will be after the new year.
- Update on Quail Ridge owner – owner has verified her residency according to

the Town's request.

- RHSO Advisory meeting will be held this week

- **Chair Update**

Janet reported the following:

- Powder Mill Place/Apartments infrastructure support: In November, just after ACHC's monthly meeting, Town announced that it had been awarded a \$2.75M MassWorks Infrastructure grant for improvements that will support Powder Mill Place/Apts 40B project of 230 rentals, all counting toward SHI. The grant will help with intersection, sidewalk and streetscape improvements to improve traffic flow and driver and pedestrian safety; and upgrades to wastewater treatment facility. The Town was 1 of 37 applicants.
- Maynard and Acton received an 80K grant and are working jointly with MAPC on a study about the Powder Mill Corridor. Focus of the study is how to make a 1.5 mile stretch of Route 62 (½ mile in Acton, and 1 mile in Maynard) more attractive and user-friendly. The planning departments of both towns hosted a public forum on 12/3. Mini-surveys during forum indicated lots of audience interest in improved access to the Assabet River. The study is scheduled to conclude mid-2021.
- Janet filed ACHC's application for CPA funding; also helped Town with application for RHSO funding.
- Janet will be working on ACHC annual report for 2020 in coming weeks. Nancy provided a detailed and very helpful summary of the first half of 2020.
- Janet registered for the MA Housing Partnership annual housing trust-CPC conference. Conference will consist of four 1-hr training sessions on housing trusts and CPC, housing development finance, housing development pro formas and community support. The first session was on 12/9 about housing trusts; Judy also attended.
- Janet added a new item to the agenda – member reports – to give members the opportunity to share any updates if they would like. See below.

- **Member Reports**

- Bob attended a meeting for municipal engagement communities – 2 interesting items –
 - 1) 5-7 communities that have adopted real estate transfer fees to support affordable housing – should Acton consider this?
 - 2) Newton group successful in getting support for large transit-oriented development; now trying to reform zoning in Newton to make it more friendly to multi-family housing in coalition with a group focused on climate change; Janet suggested adding this topic to a future ACHC meeting agenda

II. New Business

- **Housing Choice Grant Program** – Committee affirmation of letter endorsing Town application for state grant to fund infrastructure improvement work in support of affordable housing projects – Janet found out about the need for a letter last minute and had to submit it in advance of today's ACHC meeting
 - Bob moved to affirm submission of letter; Andy seconded, and the motion pass unanimously

III. Old Business

- **4 Cherry Ridge Road**
 - The developer, Mark Starr, passed away on 11/30, but the project will hopefully continue – Janet will keep us posted

IV. Future Agenda Items

- **Concern about Habitat for Humanity project** – potential project for one unit of housing near the train station – Dan expressed concern that it would require a large investment for only one unit, and he would like to consider whether such an investment makes sense or whether it might make more sense to explore making an investment in a project that would produce more units. Neither the Town nor the ACHC has actually committed any funds yet; Town has not yet decided whether to approve Habitat's proposal.
- **Discussion about how affordable housing groups and climate change groups can work together** (as Newton has – see Bob's share above)
- **ACHC grant programs** (capital assistance and closing costs): Continued discussion
- **Fair Housing**: Continued discussion

Bob moved to adjourn the meeting at 4:52pm and Andy seconded. Lara took a roll call vote – motion passed unanimously.

The next ACHC meeting will be on January 11, 2021.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, December 14, 2020

Minutes from November 16, 2020

2021 Meeting Schedule (Tentative)

ACHC monthly financial report (through 11/30/20)

Support letter, MA Housing Choice Program Application