

ACTON COMMUNITY HOUSING CORPORATION
Minutes Tuesday, September 10, 2024 – online via Zoom

Pursuant to notice given, a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Tuesday, September 10, 2024 at 7 pm via Zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi, Bob Van Meter, and Treasurer/associate member Dan Buckley. Janet authorized Dan to be a voting member for this meeting.

Lara Plaskon serves as ACHC's off-board Clerk and was present for the meeting.

Guests:

- Emi Azar – COA liaison

Janet Adachi, Chair, called the meeting to order at 7:05 pm. Janet read the updated meeting notice, including guidelines for public participation in the meeting.

I. Regular Business

- **Minutes** –

- Minutes of April 9, June 11, and July 9 were read. Bob noted that he was not present for the July meeting even though notes said he was – Janet will make correction; Bob moved to approve minutes, including corrected minutes and Dan seconded – roll call vote was taken and motion passed unanimously

- **Financial Report**

Dan reported the following for July and August:

- Total ACHC assets as of 8/31/24 – \$674,854.65 gross; \$403,689.62 committed; \$271,165.03 available for expenditures
- Activity – ACHC received \$50K in 2024 CPA funds from the Town and \$25K was moved from ACHC's CPA fund account to replenish the Cambridge Savings bank account
- Interest for 2 months on three 9-month CDs @5.3% maturing 12/2024 was \$358; interest on one CD @5% maturing 9/2025 was \$51; interest rate on savings account decreased.
- Dan and Janet both affirmed that they reviewed the bank statements
- Janet moved to approve the financial report and Bob seconded – roll call vote was taken and the motion passed unanimously

- **Regional Housing Services Offices Update** – no update

- **Chair Update**

Janet reported the following:

- Need to clarify whether Lara is an ACHC member or if she needs to re-apply and be appointed by Select Board

- Congratulations to Leo Mercado who was promoted to Town Clerk – Eva Szkaradek is retiring after 30+ years of service
- July 22nd – Select Board approved CPA request for additional \$150K for McManus Manor
- ZBA hearing for new Powdermill Apartments proposal – they deemed that there were only minor changes so didn't need a formal hearing; Main change was the increase in the number of 3 bedroom units to comply with State requirement, but total number of units remains the same at 230.
- Mass Affordable Homes Act – signed into law on 8/6; Janet would like to arrange an overview of the law in plain language for ACHC – Bob said he would be happy to present to the ACHC at next meeting; Bob attended the signing ceremony
- **Member Reports**
 - Bob – has been involved in discussions around Chapter 3A and the Milton lawsuit – attended some discussion regarding CHAPA's amicus brief; Housing for All planning to sign on to the brief if CHAPA will have them
 - Bob reported that One Commonwealth, Governor's effort to support affordable housing, held a meeting yesterday with a bunch of groups working on housing; most of the opposition to Chapter 3A is coming from the South Shore
 - Bob talked to Kristen (Town Planner) today – Attorney General approved Acton's 3A zoning as well as the other zoning that was approved at Town Meeting last spring
 - Habitat for All – meeting on 10/10; Bob is giving a tour of his neighborhood for the Habitat for All committee next week

II. New Business

- **2025 Housing Production Plan update: Discussion & approval of ACHC member to serve on HPP Advisory Committee**
 - Janet volunteered to take this on and all other members were agreeable to this.
- **ACHC Large Project Grants: Discussion of proposed guidelines**
 - Janet has been drafting guidelines for ACHC to follow and is looking for input from ACHC members
 - Bob offered that developers looking for funding are used to filling out lengthy applications and providing lots of information; if developers have already filled out an application, they can send ACHC a copy
 - Key question – what are we getting for our money?
 - Janet drafted a basic grant agreement
 - Dan suggested looking at what other communities do

III. Old Business

- ACHC Capital Grant Program: Continued discussion from 2/2024 of possible approval of modifications
 - Janet proposed reducing owner contribution to from one half of project cost to one third of project cost
 - Dan is opposed – wants it to stay at ½ - thinks it's important for owners to be invested in their homes
 - Will return to this issue when more members are present at the meeting

IV. Future Agenda Items – None

Bob moved to adjourn the meeting at 7:57 pm and Dan seconded. Lara took a roll call vote – motion passed unanimously.

The next ACHC meeting will be on October 8, 2024 at 7 pm via Zoom

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda 9/10/24

Draft Minutes 4/9/24, 6/11/24, 7/9/24

Bank & Housing Funds report through 8/31/24

Capital Improvement Program – Changes to Consider

- ACHC Application Form, May 2024
- ACHC minutes 6/14/24
- Chart of RHSO Communities Small Grants Programs
- Concord HDC Small Grant Agreement

Project Grants Proposed Guidelines

McManus Manor memo to SB re \$150K authorization 7/11/24