

ACTON COMMUNITY HOUSING CORPORATION
Minutes Monday, May 10, 2021 – online via Zoom

Pursuant to notice given, a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on Monday, May 10, 2021 at 4PM via zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi, Andy Richardt, Bernice Baran, Judy Hodge, Bob Van Meter (Bob arrived at 4:10pm), and associate member Dan Buckley (Dan arrived at 4:14pm).

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:

- Steven Joncas & Bill Lipchitz (left after their appointment); Jon Benson & David Martin, BOS; Alissa Nichol – general public

Janet Adachi, Chair, called the meeting to order at 4:02PM. Janet read the meeting notice, including the Covid-related guidelines for the meeting.

I. Appointment

- Steve Joncas, Common Ground, for update about Residences at Kelley's Corner, 446 Mass Ave
 - Executed award letter and sent back to DHCD
 - Working on finalizing pricing – they've been able to generate \$200K more in equity through RFPs
 - They are making significant progress with their contractor, Dell Brook – variables that may impact project are under control
 - Soil has lead and arsenic contaminants due to old apple orchard, so they are working on a remediation plan
 - They have started on closing documents as well as the affirmative fair housing marketing plan, lottery information, etc. – there will be a local preference for 70% of the units; Janet let Steve know that Liz Rust from RHSO will be helping by reviewing closing documents
 - Steve announced that the name of the development has been changed from the Residences at Kelley's Corner to Tavernier Place in honor of all of Nancy Tavernier's efforts
 - It is unknown when groundbreaking will take place; hoping to close sometime this summer
 - The design will use energy efficient heat pumps – LEED silver certifiable, but they are not planning to do the certification – Bob asked what the cost to certify would be and Steve will get back to ACHC about that since ACHC might be interested in funding certification

II. Regular Business

- **Minutes** – The minutes from the meeting of 4/12/21 were read. Bernice had a clarification on her member report – she wanted to make sure that the description of the COA's possible development was described as a facility with different levels of care available – the final notes will reflect this; Bob moved to approve the minutes with the correction/clarification and Bernice seconded. Lara took a roll call vote – the motion passed unanimously.

- **Financial Report**

Nancy reported the following:

- Total ACHC assets as of 4/30/21 – \$71,806.88 (includes savings, checking, CD) – Community Hsg Program Fund (\$65,924.46) + Old High School escrow fund (5,882.42)
- No expenditures this month
- Bernice asked for clarification on ACHC's other funds; ACHC also has housing gift funds – some of which are earmarked and some of which are not; Nancy reported that ACHC has \$500K of un-earmarked funds, including CPA and housing gifts funds; Janet offered to sit down with Bernice outside a meeting to review the details of the funds available to ACHC; Nancy will email out additional information
- Judy moved to approve the financial report and Bob seconded. Lara took a roll call vote – the motion passed unanimously.

- **Regional Housing Services Offices Update**

Lara reported the following:

- The post-purchase training being offered by the RHSO to all member communities is happening next week on May 18th. It will cover such topics as refinancing, capital improvements, condo associations, etc. The response has been good – 5 Acton homeowners signed up so far, but RSVPs are still coming in.
- Lara continues to be busy with a lot of re-sales of affordable homeownership units. Lara answered a couple of questions from ACHC members regarding whether/how affordable homeowners gain home equity through their purchase.
- RHSO is looking into hiring an additional person to work in the office because everyone has been so busy.

- **Chair Update**

Janet reported the following:

- 4/15/21 – Janet attended an active bystander training sponsored by the AB Racial Justice Collaborative (includes representative of AB United Way and League of Women Voters. Training covered how to intervene to help someone who is being racially harassed or otherwise needs assistance when

it is safe to do so; Janet found it beneficial – focus was on how to overcome inertia and put the phrase “if you see something, say something” into action.

- Janet attended a bunch of webinars re: fair housing and has heard about how a bunch of different communities are addressing it; A frequent topic has been changing local zoning to be more inclusive, for example through the allowance of multi-family housing
 - Janet still needs to draft a memo to the Planning Dept. re ACHC’s input on idea of multi-family conversions of single-family houses, not limited to historic districts but allowed more broadly in Town’s zones
 - Janet is still working on the closing for Tavernier Place - as noted in memo, have had preliminary discussion with Town Manager, Counsel and Steve Joncas (Liz Rust of RHSO was unavailable). Need another meeting to be sure Town is ready prior to when MassDocs will start closing-related meetings.
- **Member Reports**
 - Bernice update from the AHA - \$400K in CPA funds needs to be approved by Town Meeting; AHA has submitted a preliminary document to the State to move things forward; Kelley planning to come to the next AHA meeting to provide an official update on plans for their development

III. **New Business**

- **Habitat Proposal, 26 Carlisle Road** – Proposed disposition of property will be on the Town Meeting agenda
 - This property was discussed at a recent BOS meeting & BOS voted unanimously to transfer the property for \$1 to Habitat and to put the disposition on the Town Meeting warrant
 - History of property – house was taken for nonpayment of taxes years ago and has been vacant for years; The Town issued an RFP in March to create a local action unit (LAU) and the only response was from Habitat.
 - Janet asked how ACHC would like to handle this at Town Meeting – Janet authorized to speak on ACHC’s behalf? Or, multiple ACHC members speak?; ACHC member discussed and thought Janet should make a statement, but that it would be helpful if individual members also spoke; Bob moved that Janet make a formal statement of support on behalf of ACHC, Bernice seconded. Lara took a roll call vote – the motion passed unanimously.
- **May 6 meeting with DEIC** – Debrief on the DEIC meeting –
 - Everyone appreciated Bob’s comprehensive presentation
 - Jon Benson asked about Bob’s understanding of Acton’s decision not to be a part of METCO in 1970. Bob confirmed it was not because of the distance of Boston to Acton; some discussion followed about the history of METCO and challenges and benefits of the program
 - Jon Benson also raised issue of the potential school regionalization with

Maynard in late 80's/early 90's that didn't pass – discussion followed with recollections from ACHC members about this vote

- **2020 Housing Production Plan: continued discussion of ACHC priorities for coming year** – Janet would like to see ACHC do something related to fair housing – all previous discussions seem to keep coming back to this issue in some form or other – supporting changes in zoning; joining West Metro HOME Consortium, etc.
 - Judy asked question about the new legislation re: requirement for multi-family housing in MBTA communities – no new information as far as anyone knows
 - Bernice feels unsure about what ACHC could do to help further fair housing other than promote affordable housing – Janet reviewed some options again

IV. Old Business

- **Project updates, if any** – Special needs housing feasibility study – Bob and Andy met with Kristen Guichard, and Andy met with the Town and RHSO to help move things forward; Andy reached out to two consultants about helping with the project, but has had no luck yet; he is planning to reach out to CEDAC this week

V. Future Agenda Items

- **Member Suggestions** – Kelley Cronin from AHA would like to attend next ACHC meeting

Bob moved to adjourn the meeting at 5:36pm and Andy seconded. Lara took a roll call vote – motion passed unanimously.

The next ACHC meeting will be on June 14, 2021.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, May 10, 2021

Minutes from April 12, 2021

Financial Report through 4/30/21

446 Mass Ave Closing Memo

Financing summary from Nancy regarding ACHC's contributions to 446 Mass. Ave development

26 Carlisle Rd. Habitat Proposal

2021 Priority Setting as of 5/10/21

Fair Housing presentation to DEIC 5/6/21

Spreadsheet of all ACHC funds, 4/30/21

ACTON COMMUNITY HOUSING CORPORATION
LISTING OF HOUSING FUNDS HELD BY ACHC AND THE TOWN
April 30, 2021

HOLDER OF FUNDS	CATEGORY	AMOUNT	COMMENTS
CAMBRIDGE SAVINGS BANK	SAVINGS	\$64,979.31	
	CHECKING	\$945.15	
	TOTAL	\$65,924.46	
MIDDLESEX SAVINGS BANK	CERTIFICATE OF DEPOSIT	\$5,882.42	Old High School Escrow Account to be used in the event of default of property management
	TOTAL ACHC ASSETS 4/30/21	\$71,806.88	
TOWN OF ACTON - HOUSING GIFT FUNDS HELD FOR ACHC	NAME OF GIFTS FUNDS	AMOUNT	COMMENTS
	Robbins Brook Housing Fund	\$57,000.00	Undesignated, paid as mitigation for 55+ development
	Franklin Place Monitoring	\$5,000.00	* Earmarked for monitoring at Franklin Place. Can be used for RHSO
	446 Mass Ave Common Ground (Residences of KC)	\$440,000.00	* Earmarked for local share of Residences at Kelley's Corner
	Bentley Builders	\$72,001.22	Undesignated, paid as mitigation for family housing in North Acton in lieu of affordable unit
	Crossroads Monitoring	\$2,500.00	*Earmarked for monitoring at Crossroads. Can be used by RHSO
	670 Mass Ave sales proceeds	\$81,775.00	Undesignated, compensation for loss of affordable house on SHI
	101 Stow St sales proceeds	\$88,150.00	Undesignated, compensation for loss of affordable house on SHI

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