

DATE Oct. 28ASST. Miriam McManus  
TOWN CLERK, ACTON

Minutes for CPC Meeting of September 8, 2004, 7:30 - 10:10 pm, Library Meeting Room

Members Present: Peter Berry, Catherine Coleman, Walter Foster, Matt Lundberg, Stacy Rogers, Susan Mitchell-Hardt, Roland Bartl

Absent: Robert Coan, Andy Magee, Nancy Tavernier, Mimi Herington

Guest: Betty McManus

The minutes from 8/12/04 were unanimously approved.

The Committee elected Susan Mitchell-Hardt as Clerk for the 2004-05 funding cycle. It is intended that next year the elected positions will rotate.

Meeting Agenda: The committee will continue to meet on the second and fourth Thursdays of the month in the new year.

The Committee will meet on:

Oct. 14, Oct. 18, and Nov. 18

Membership: Bob Coan has been appointed by the Board of Selectman to represent the Historical Commission; the Selectmen plan to appoint Ken Sghia-Hughes to represent the Housing Authority next week. Mimi Herington will stay on in the Associate Position as long as she is able to attend some meetings.

**New Business: Discussion of AHA Grant for Affordable Housing**

Betty McManus asked Town Counsel to request an opinion from DOR about the AHA's ability to purchase condominiums. (The AHA had been awarded CP funds with the intention of purchasing and owning condominiums, and they were planning to purchase a unit). A letter of opinion was sought by the town. The AHA asked that the awarded funds be set aside so they don't forfeit them while they wait. As a result of the delay, the purchase fell through.

The AHA had not anticipated any delays in spending the CP funds as they have been allocated to other AHA's and used for this purpose in the past.

Town Counsel thinks the AHA is eligible. The sticking point is whether the intent of the regulation is for the AHA to take ownership or not. Town Counsel's opinion is that ownership is all right as long as the AHA control exceeds 50%.

There is concern about the process. The AHA was ready to purchase a unit and were prevented. There is concern that the CPC was not informed of this. (Roland commented that once a project is voted, it becomes the responsibility of the town to oversee it, by way of explanation).

ACTION: Peter will email Selectman Hunter to ask him about the process and remind him of the importance of keeping the CPC in the loop; and will remind him that good communication will assist the CPC in its role in helping to make projects successful.

It was not necessary to vote to recommend that funds be set aside as funds are allocated for up to three years.

**Review of CP Coalition CPC Survey questions**

Susan completed most of the CPC Survey from the CP Coalition using information from minutes and handouts, and with help from Nancy Tavernier on the questions re: Deed Restrictions. (Catherine gave Susan her edits). The Committee contributed answers to the section on Difficulties/Needs. (See survey for answers).

**Other Updates:**

ACTION: Peter Berry will reply to Jane Shurtleff's inquiry about submitting a proposal for CP funding on behalf of the Habitat for Humanity North Central Mass.

- Matt Lundberg updated the CPC by email re: the Skateboard Park.

- Nancy Tavernier, on behalf of the ACHC, has asked the Board of Selectmen to put a Warrant Article on the Oct. STM to re-vote the Willow St./Central St. CPA appropriation of \$25,000 and to reallocate the money to the Community Housing Fund. This request resulted from the fact that the ACHC recently received funding from the DHCD for the identical purpose for which the funds were intended. This will allow the funds to be used in another capacity on the same project.

Walter strongly supported this action as the ACHC are leveraging dollars; he will take the lead with the BoS.

The Committee discussed the pros and cons of earmarking the funds for the Central St./Willow St. project and agreed that earmarking the funds to the Willow St./Central St. project would be appropriate.

Nancy provided the language for the Warrant Article in a handout to the CPC; the Committee voted unanimously to accept the language for the Town Meeting Warrant Article, with the addition of the following phrase "on the Willow St./Central St. project" to follow the last word, "costs," in the first sentence, in effect earmarking the funds.

- For two weeks the BoS have solicited membership for the Morrison Farm Planning Committee. A neighborhood representative as well as an at-large representative are still needed.

**Updating CPA Plan**

Roland projected the plan onto a screen and entered the Committee's edits to the plan on the computer.

**Discussion Re: Planning Fall Public Hearing on Sept. 23**

The Public Hearing has been formally announced. Roland will email the announcement to all town committees; it's posted on the town website. Catherine publicized it in the Beacon, and will publicize the fall public hearing in the Northwest Weekly section of the Boston Globe, Action Unlimited, Beth Petr's Community Announcement distribution list, etc.

It will be publicized that the CP Plan will be available at the Planning Dept. as well as at the town website.

At the hearing Peter Berry will summarize the application process, changes in the plan re: the addition of the section explaining the public bid process, etc. and then take questions from the audience.

Respectfully submitted by:

Susan Mitchell-Hardt