

**ACTON COMMUNITY HOUSING CORPORATION**  
**Minutes, Wednesday, February 12, 2025 – online via Zoom**

Pursuant to notice given, a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on February 12, 2025 at 7:00 pm via zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi, Bob Van Meter, Bernice Baran, Judy Hodge and associate member Dan Buckley. Janet authorized Dan to be a voting member for this meeting.

In the absence of Lara Plaskon, Clerk, Janet recorded the minutes.

Audience:

- Emi Azar, Council on Aging liaison to ACHC

Janet Adachi, Chair, called the meeting to order at 7:00 pm. Janet read the updated meeting notice for the virtual meeting, including guidelines for public participation in the meeting.

**I. Regular Business**

- **Minutes** – Bernice moved to approve the minutes of January 14, 2024, and Bob seconded. Roll call vote, motion passed unanimously.

• **Financial Report**

Dan summarized the financial report through January 31, 2025.

- Total ACHC assets as of 1/31/25 – \$312,849.91 gross; \$39,479.23 committed; \$273,370.68 available for expenditures; \$982 accrued-interest for month.
- \$350K transferred electronically on 1/27/2025 from ACHC to AHA account for McManus Manor project.
- Might discontinue new electronic-transfer authorization due to high annual charge plus per-transfer fee.
- State grant to Acton to cover 2025 HPP update will cover only expenses incurred from 1/21/2025; so not available to reimburse ACHC for its pre-1/21 payments—22K--to consultant JM Goldson.
- Dan and Janet both affirmed that they reviewed the bank statements.
- Dan moved to approve the financial report and Bernice seconded. Roll call vote, motion passed unanimously.

• **Regional Housing Services Offices Update**

Janet reported the following from 2/4 RHSO update meeting:

- HPP update – Town received state grant—Housing Choice Community award for 39,400 to cover cost of 2025 HPP update, but as noted in Financial Report, the funds will reimburse ACHC only for costs incurred from 1/21.
- Habitat for All – Update to Planning Board on 2/4, reflecting modifications that consultant Goldson made in response to PB concerns; proposal will go to

2025 Annual Town Meeting. Tonight's ACHC meeting should be brief so members wishing to attend tonight's Habitat for All webinar should be able to do so.

- Powder Mill Apartments – Construction moving forward as anyone driving on Rt 62 near Maynard line has seen.
- Quail Ridge affordable unit: During Finance Committee listening session in January, one resident alleged that affordable-unit owner not living in unit and allowing non-senior adults with luxury cars to live there. RSHO Executive Director Liz Rust thinks that complaining resident might be relying on outdated info; affordable owner has been in compliance lately and RSHO has received no recent complaints from condo association.
- Habitat for Humanity capital grants program – Planning Director recently learned of Habitat program of grants for capital improvements for owned homes that aren't on Subsidized Housing Inventory; Janet emailed Habitat Executive Director Carolyn Read and has arranged for Carolyn to be on ACHC agenda next month to provide overview of the grant program, which is for under-60%-AMI homeowners, and also update ACHC about the proposed multi-use, multi-family project at 416 Great Rd (formerly Le Lyonnais).

- **Chair Update**

Janet reported the following:

- McManus Manor closing – As Dan has reported he transferred ACHC's 350K funding commitment to AHA account on 1/27 as part of closing.
- Municipal Empowerment Act legislation – Governor Healey filed on 1/31. Proposal would assist municipal governments with fiscal, workforce and other challenges. Bill includes provision that would allow towns and cities to authorize hybrid public meetings.
- HPP 2025 update – Monday, 2/24: joint meeting of Planning Board & Select Board to hear draft goals/strategies; Wednesday, 3/12: final public workshop—in person--about final goals/strategies.
- Appointment with Community Preservation Committee, last night, 2/11—re FY25 ACHC application for Community Preservation Act funds. The only other community housing applications are two from Acton Housing Authority for McCarthy Village window-replacement (243K) and Sachem Way playground and garden (50K); most of the latter grant would go toward the garden space for seniors, with small amount for the playground, for which AHA is pursuing a separate grant. Janet learned during CPC appointment that Town committees receiving CPA grants can earn interest on those grants

while the Town holds the funds for the benefit of the committees. Dan will follow up with Finance Department about that.

- **Member Reports**

- Bob – New state regulation provides for accessory dwelling units ***by right***. Opportunity to encourage affordable ADU development in Acton.
- Judy – Habitat for All webinar also is tonight. Proposal includes provision for 60% of a lot to remain open, with 40% to be developable.

**II. New Business**

McManus Manor project update (covered elsewhere in agenda).

**III. Old Business**

None.

**IV. Future Agenda Items**

None.

Bob moved to adjourn the meeting at 7:27 pm and Judy seconded. Roll call vote, motion passed unanimously.

The next ACHC meeting will be on Wednesday, March 11, 2025 at 7:00 pm via Zoom.

**STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:**

Agenda 2/12/2025

Draft Minutes 1/14/2024

Bank & Housing Funds reports through 1/31/2025