



Town of Medway

Affordable Housing Trust Committee

Wednesday, April 7, 2021 at 7:00 p.m.

Zoom Meeting Participation

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's Orders imposing strict limitations on the number of people that may gather in one place, no in-person attendance of members of the public was permitted at this meeting. Information for participating via Zoom was posted at the end of the ZBA Agenda on the town website. All persons participated remotely in the meeting via Zoom.

		Present	Absent			Present	Absent
<u>Trust Members:</u>							
Ann Sherry, Chair		X					
Judi LaPan			X	Glenn Trindade		X	
Jack Wolfe		X		John Parlee		X	
<u>Committee Members:</u>							
Alison Slack		X					
Jack Wolfe		X		Judi LaPan			X
Jacqueline Johnson		X		John Parlee		X	

Also Present:

Douglas Havens, Community Housing Coordinator
Susy Affleck-Childs, Planning and Economic Development
Amy Sutherland, Recording Clerk

The meeting was opened by zoom at 7:00 pm

MINUTES:

March 3, 2021:

On a motion made by Glenn Trindade, seconded by Jack Wolfe, the Trust voted by roll call to approve the minutes from March 3, 2021.

Roll Call Vote:

Glenn Trindade aye
Ann Sherry aye
Jack Wolfe aye
John Parlee aye

March 3, 2021:

On a motion made by John Parlee, seconded by Jack Wolfe, the Committee voted by roll call to approve the minutes from March 3, 2021.

Roll Call Vote:

Alison Slack	aye
Jack Wolfe	aye
John Parlee	aye
Jacqueline Johnson	aye

Proposed Zoning Bylaws:

Susy Affleck- Childs talked to the Trust and Committee about the proposed Zoning Bylaws for the spring town meeting.

Cottage Cluster Development:

The purpose of the Cottage Cluster Development is to provide a variety of a smaller more affordable housing choices, including single-family dwellings, duplexes, and carriage houses, in order to meet the needs of a diverse population. This warrant article encourages new residential development types that foster community and a sense of place while allowing for flexibility in design based on site characteristics and context.

There would be the inclusions of definitions such as carriage house, community building, community garden, cottage, cottage cluster development, cottage court, courtyard, exclusive use area, maximum dwelling size. There will be cottage cluster development standards which would include design, walkability, and community buildings and other features.

It was explained that the PEDB has been working with a regional committee to look at different zoning and a variety of housing which would include small and middle compact homes. This was a joint venture with a few surrounding towns. A power point presentation was shown. Projects would be allowed by Special Permit.

The PEDB has voted to recommend, and the BOS have some reservation and not recommending for approval at this time. The Trust and Committee communicated that this would allow seniors other options for housing. A question was asked if a survey of seniors has ever been done to see what they can afford. It was recommended that a survey be completed.

The proposed zoning bylaw amendments for the May 10, 2021 Town Meeting will also include the following amendments:

- Article 21 – Central Business District
- Article 22- Site Plan Review
- Article 23- Solar Electric installments
- Article 24- Flood Plain District
- Article 25 – Rezoning to energy Resource District

- Article 26 – Non-Conforming Uses and Structures
- Article 27 – Cottage Cluster Development
- Article 28 – Digital Advertising Signage for Electric Vehicle Charging Stations
- Article 29 – Accessory Family Dwelling Units
- Article 30 - Housekeeping

There was no action taken by the Committee or Trust.

Medway Master Plan Representative:

The Trust/Committee was informed that the town is updating the Master Plan. This was last done in 2009. The town has allocated funds for this update and completed the RFP process, A consultant was selected, and a committee is being formed. This committee will be 11-15 people and the process being 18-20 months.

Trust:

On a motion made by Glen Trindade, seconded by Ann Sherry, the Trust voted by Roll Call to appoint Jack Wolfe to the Master Plan Committee.

Roll Call Vote:

Glenn Trindade	aye
Ann Sherry	aye
John Parlee	aye
Jack Wolfe	abstained

Committee:

On a motion made by John Parlee, seconded by Jacqueline Johnson, the Committee voted by Roll Call to appoint Jack Wolfe to the Master Plan Committee.

Roll Call Vote:

Alison Slack	aye
Jacqueline Johnson	aye
John Parlee	aye
Jack Wolfe	abstained

TRIC/SWAP MUNICIPALITIES:

The Trust/Committee is in receipt of the summary of research conducted by the Metropolitan Area Planning Council regarding the establishing and operating a shared housing services office (SHSO). The project is funded by the Massachusetts Community Compact Best Practices Program and technical funds from MAPC. This was a collaboration formed after towns identified the need of additional housing capacity and recognized the potential advantages of combining resources to achieve this capacity.

6 Cutler Street – Status

The 4/9/21 closing date for 6 Cutler Street is unlikely since there is problem with the Trust's deed. Both attorneys are working to resolve the matter.

6 Balsam Way – Local Action Unit Application Delayed:

The local action unit application for 6 Balsam Way has been delayed.

Conflict of interest training:

The Trust and Committee were reminded that the conflict-of-interest training needs to be completed.

2021 Committee/Trust Annual Report:

The 2021 Annual Report has been submitted.

Glenn Brook Way: Progress Report #6

The Trust/Committee is in receipt of a letter dated March 24, 2021. This is a report from a site visit on February 3, 2021. This letter outlines the progress to date. The project is currently 39% complete. The completion date is October 2021.

Member Trindade left the meeting at 8:30 pm.

Regional Housing Service Organization (MAPC Report):

There needs to be further discussion and clarity about the monitoring and cost to complete this service. It is more expensive and expansive than what Doug Havens currently does. There are 300 units which would need monitoring. The financial numbers of this will need further examination.

Role in the Promotion of Diversity:

The role of promotion of diversity within the Town of Medway continues to be a priority of the Affordable Housing Committee and Trust.

FY2021 Income Limits Released:

The Trust/Committee are in receipt of the newly released 2021 HUD Income Limits for Medway Area Housing.

Finances:

The CPC Committee held their meeting and supported the request of \$18,000 for the updating of the Housing Production Plan. There was also support for the administrative cost/salary supplement of \$10,000.00.

NEXT MEETING:

- May 12, 2021

ADJOURN:

On a motion made by Jack Wolfe and seconded by John Parlee, the Trust voted by roll call vote to adjourn the meeting at 8:42 pm

Roll Call Vote:

Jack Wolfe aye

Ann Sherry aye

John Parlee aye

On a motion made by Jack Wolfe and seconded by Jacqueline Johnson, the Committee voted by roll call vote to adjourn the meeting at 8:42 pm

Roll Call Vote:

Jack Wolfe aye

Ann Sherry aye

John Parlee aye

Jacqueline Johnson aye

The meeting adjourned at 8:59 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary