

Trustees
Ann Sherry, Chair
Glenn Trindade, Trustee
Judi LaPan, Trustee
John Parlee, Trustee
Jack Wolfe, Trustee



TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS

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AFFORDABLE HOUSING TRUST & COMMITTEE

Wednesday, January 29, 2020 at 7:00 pm
Medway Public Library
26 High Street
Medway, MA 02053

<u>Board Members:</u>	Present	Absent		Present	Absent
Ann Sherry, Chair	✓		Jack Wolfe	✓	
Judi LaPan		✓	Glenn Trindade		✓
			John Parlee	✓	
<u>Committee Members</u>					
Bob Ferrari, Chair	✓		John Parlee	✓	
Judi LaPan		✓	Alison Slack	✓	

Also Present:

Douglas Havens, Community Housing Coordinator
Amy Sutherland, Recording Clerk

Chairman Sherry opened the meeting for the Affordable Housing Trust at 7:00 pm.
Chairman Ferrari opened the meeting for the Affordable Housing Committee at 7:06 pm.

Approval of Minutes:

December 4, 2019:

Trust:

On a motion made by Jack Wolfe and seconded by John Parlee, the Trust voted unanimously to approve the minutes from December 4, 2020 as presented.

Committee:

On a motion made by Alison Slack and seconded by Bob Ferrari, the Committee voted unanimously to approve the minutes from December 4, 2020 as presented.

Glen Brook Way:

Phase One Status:

Glen Brook Way was awarded the \$12,000,000 in full for the Glen Brook Way project. This project will hopefully be groundbreaking in the Spring 2020. Buildout of the site will be phased. A timeline will be provided for both the development and funding aspects of the project. The units will not be available for another year. The units will need to be advertised for the affordable housing applicants.

Phase Two – Letter of Support:

The Trust and Committee are in receipt of a draft letter of support for the funding of the senior residential development at Glen Brook Way. Phase II will contain 44 units of 1-bedroom rental housing for Senior households earning at or below 60% of the area median income. There was a suggestion to add Chairman Ferrari's name to the document along with Chairman Sherry.

Trust:

On a motion made by Jack Wolfe and seconded by John Parlee, the Trust voted unanimously to support the letter for Glen Brook Way which will be addressed to the Department of Housing and Community Development.

Committee:

On a motion made by Bob Ferrari and seconded by Alison Slack, the Committee voted unanimously to support the letter for Glen Brook Way which will be addressed to the Department of Housing and Community Development.

The Trust and Committee would like to have a meeting with Jennifer to discuss the next steps and review current status and timelines.

6 Cutler Street RFP:

The Trust and Committee were informed that there were no submissions received in response to the RFP for 6 Cutler Street was not good. In response to suggested next steps from our last meeting, Doug Havens noted that he has spoken with Berkshire Hathaway in regards to getting an MLS listing which will cost \$500.00 and will also cost 3% broker's commission if the site is sold to a client represented by the Broker. There was discussion if the next RFP which goes out can allow for some flexibility allowing a buyer to rescind its offer subsequent to plans for development fail permitting. Doug will discuss this with Barbara Sainte Andre and Town Counsel.

Trust:

On a motion made by Jack Wolfe and seconded by John Parlee, the Trust voted unanimously to move forward with looking into getting an MLS listing for the 6 Cutler Property and also looking to create an RFP with more flexibility and to authorize not to exceed \$1,000.00 for marketing and publication of this property.

Kingson Lane Unit 7-5:

The bank attorneys have still not executed an affordability agreement with the Town for the Kingson Lane Unit 7-5. There will be a status report at the next meeting.

Finances:

The Trust and Committee are in receipt of a memorandum regarding a request to CPC for FY 2021 fund transfer. Projections indicate that there should be sufficient funds remaining in the account at the end of

FY 2020 to cover expenses through FY 2021, thus avoiding the need to transfer funds. FY 2020 budget anticipates a reduction in in-house activity and the expense of participation in some form of Regional Housing Service Organization and the creation of maintenance of a ready buyer list. FY 2021 there will be an increase anticipated for legal activity for 6 Cutler Street. There was a question asked if the Trust/Committee has access to the aggregate for the accounts and who is responsible for keeping track of this. Doug will report back on the status of account balances.

Housing Choice Designation Renewal

The Affordable Trust/Committee received Housing Choice Designation grant for \$40,000.00. This was the second year, of two, that the town enjoyed the designation. The town will apply in late March to renew this designation.

Invoices:

The Trust is in receipt of the following invoices:

- Thomas Carrol Insurance – \$2,699.20
- Eversource Electricity - \$11.00

On a motion made by Jack Wolfe and seconded by John Parlee, the Board voted unanimously to approve the payment of the bills as presented.

Future Meeting:

- The future meeting date will be Wednesday, March 4, 2020.

Adjourn:

Trust:

On a motion made by Jack Wolfe and seconded by John Parlee, the Trust voted unanimously to adjourn the meeting at 8:15 pm.

Committee:

On a motion made by Bob Ferrari and seconded by Alison Slack, the Committee voted unanimously to adjourn the meeting at 8:15 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Initially Edited,
Doug Havens
Housing Coordinator

