



**Town of Medway**  
**Affordable Housing Trust**  
**Affordable Housing Committee**

**JOINT MEETING MINUTES**

Wednesday, September 30, 2020 at 7:00 pm

Zoom Meeting Participation

**Board Members:**

Ann Sherry, Chair  
Judi LaPan  
Jack Wolfe

Present

Absent

X  
X  
X

Present

Absent

Glenn Trindade  
John Parlee

X  
X

**Committee Members**

Judi LaPan

X

John Parlee  
Alison Slack

X

X

**Also Present:**

Douglas Havens, Community Housing Coordinator  
Amy Sutherland, Recording Clerk

Chairman Sherry opened the meeting for the Affordable Housing Trust at 7:04 pm.  
The meeting for the Affordable Housing Committee was not able to open due to lack of a quorum.

**Approval of Minutes:**

**September 2, 2020, 2020:**

**Affordable Housing Trust:**

On a motion made by Judi LaPan and seconded by Jack Wolfe, the Trust voted by roll call to approve the minutes from September 2, 2020 as amended.

**Roll Call Vote:**

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

### **Glen Brook Way:**

The Trust and Committee asked Doug to follow-up with Jennifer about providing photos which show the activities on site. The work on site is progressing nicely.

### **6 Cutler Street RFP:**

The Trust/Committee discussed at the last meeting reaching out to realtors in the Town of Medway along with surrounding towns. Member Sherry has provided Mr. Havens with a list of realtors. Mr. Havens will send out an email to these realtors. If this does not provide any interest, then this needs to be placed as an MLS listing. The request for bids will be sent out.

### **Kingson Lane Unit 5-3:**

The Selectmen declined the Town's right of refusal in line with the group's recommendation. Subsequently, 5 Kinson Lane Unit 3 is being offered for sale priced at \$192,100 now. The application deadline is set October 5, 2020, but Doug will be contacting CHAPA, requesting extension of the deadline to October 14, 2020. This would allow sufficient time for locally-sourced applicants to qualify for the unit's lottery.

### **Role in promotion of Diversity:**

The Trust and Committee reviewed at the last meeting a document affirming the group's commitment to providing affordable housing equitably to all. There was a suggestion to include the statement on stationary or on the AH webpage. There was unanimity for the adoption of the statement by both the Committee and Trust. Since there was not a quorum from the committee they will vote on adoption at the next meeting.

**On a motion made by Glenn Trindade, seconded by Jack Wolfe, the Trust voted by roll call vote to accept and display the statement on diversity (as amended).**

### **Roll Call Vote:**

<b>Ann Sherry</b>	<b>aye</b>
<b>Judi LaPan</b>	<b>aye</b>
<b>Jack Wolfe</b>	<b>aye</b>
<b>John Parlee</b>	<b>aye</b>
<b>Glenn Trindade</b>	<b>aye</b>

### **Finances:**

The Trust discussed the recommendation to update the 2016 Medway Housing Production Plan which will expire in early January 2021. Due to the wholesale updating of information emanating from the 2020 Census., the author of the current report estimates the cost of his services to total \$18,000.00. A request for related funding is planned to be brought to the CPC at its meeting in November.

**On a motion made by Glenn Trindade, seconded by Glenn Trindade, the Board voted by roll call vote to support Article 4 to vote to transfer the sum of \$18,000 from Community Preservation Act Funds to the Affordable Housing Trust for the purpose of funding an updating the 2016 Medway Housing Production Plan in order to comply with the state regulations and guidelines.**

**Roll Call Vote:**

**Ann Sherry        aye**  
**Judi LaPan        aye**  
**Jack Wolfe        aye**  
**John Parlee        aye**  
**Glenn Trindade   aye**

**Future Meeting:**

The future meeting date will be Wednesday, November 4, 2020.

**On a motion made by Judi LaPan, seconded by John Parlee, the Affordable Housing Trust voted by roll call vote to adjourn the meeting at 7:45 pm.**

**Affordable Housing Trust:**

**Roll Call Vote:**

**Ann Sherry        aye**  
**Judi LaPan        aye**  
**Jack Wolfe        aye**  
**John Parlee        aye**

Respectfully Submitted,

Amy Sutherland  
Recording Secret

Doug Havens  
Community Housing Coordinator