



AFFORDABLE HOUSING TRUST

Town of Medway

Affordable Housing Trust Fund

Affordable Housing Committee

JOINT MEETING MINUTES

June 15, 2017

Sanford Hall

155 Village Street

	Present	Absent		Present	Absent
<u>Trust Members:</u>					
Ann Sherry, Chair	✓				
Judi LaPan	✓		Glenn Trindade	✓	
John Maguire	✓		John Parlee	✓	
<u>Committee Members</u>					
Bob Ferrari, Chair	✓		John Parlee	✓	
Michael Leone		✓	Sue Rorke	✓	
Judi LaPan	✓		Alison Slack		✓
Teresa O'Brien		✓			

Also Present:

Douglas Havens, Community Housing Coordinator

Amy Sutherland, Recording Clerk

The Affordable Housing Trust Chairman Sherry called the meeting of the trust to order at 7:00 pm.

The Affordable Housing Committee Chairman Ferrari called the meeting of the committee to order at 7:01pm

Minutes:

May 4, 2017:

Affordable Housing Trust:

On a motion made by Glenn Trindade, and seconded by Judi LaPan, the Affordable Housing Trust voted unanimously to accept the meeting minutes from May 4, 2017.

Affordable Housing Committee:

On a motion made by Bob Ferrari and seconded by John Parlee, the Affordable Housing Committee voted unanimously to accept the meeting minutes from May 4, 2017.

May 23, 2017:

Affordable Housing Trust:

On a motion made by Glenn Trindade, and seconded by Judi LaPan, the Affordable Housing Trust voted unanimously to accept the meeting minutes from May 23, 2017.

Affordable Housing Committee:

On a motion made by Bob Ferrari and seconded by John Parlee, the Affordable Housing Committee voted unanimously to accept the meeting minutes from May 23, 2017.

Open Meeting Complaints:

The Trust and Committee are in receipt of the following:

- A response dated June 5, 2017 from Kaitlin Maher, Division of Open Government about an open meeting law complaint.
- A response dated June 12, 2017 from Kaitlin Maher, Division of Open Government about an open meeting law complaint.
- A letter dated June 8, 2017 regarding the request for extension to respond to complaint and grants extension to June 16, 2017.

The trust and committee was also provided the response to the complaints. This was reviewed by the trust and committee. Doug Havens noted that some of the action items include that all notices will clearly bear the complete address for both the contact information for the AHT and AHC staff and the meeting location. The principle and supplemental postings on the town website will be double checked for accuracy by the community housing coordinator in advance of meetings. The meetings will also be moved to a location that will facilitate videotaping for at home and subsequent viewing.

On a motion made by Glenn Trindade, and seconded by Judi LaPan, the Affordable Housing Trust voted unanimously to accept the response as presented.

On a motion made by Bob Ferrari, and seconded by John Parlee, the Affordable Housing Committee voted unanimously to accept the response as presented.

All were informed that Mr. Meo received all responses.

Cutler Street:

Resident, Eric Alexander, 3 Phillips St.:

He would like to see the updates regarding the financial numbers from the project. In particular what the numbers look like with 12 units and also 8 units? There needs to be more accurate numbers. He is in support of the 8 units but not the 12.

Member Trindade agrees that the financial numbers need to be reviewed. He also indicated that the Planning Board will be reviewing this project through the public hearing process. The town will also need to vote to appropriate the money. The goal and objective of the trust is to make the best use of the funds. There will be nothing done for at least 2 -3 years.

It was also noted that the intent was to buy Cutler St. to make it affordable, there were no set plans when purchased.

Resident, Chris Meo, 16 Cottage St.:

Mr. Meo wanted it noted that he is not opposed to the project, just the size of it with it being 12 units. He also indicated that he asked for the initial conceptual plans to be placed on the website, to date this has not been done. He also communicated that there is tall grass, and broken glass on the site. They would like to see this cleaned up. Mr. Meo also noted that there may be an increase of public safety services for this site, could there be a comparison done.

Doug Havens responded that he will contact DPS about cleaning up the site.

All were reminded that the developer for this has not been chosen yet. This still needs to be determined. These units will offered to Medway residents.

Resident Kerry Graves, 14 Phillips St.:

This residents supports the 8 units and suggests that Phillips Way be one way.

It was suggested that if the residents have concern about the design, forward any questions to Doug Havens and he can forward it to the Planning and Economic Development Board.

Member Rorke wants to make sure the units will be inclusive and accessible.

Resident Jennifer Pavlov, 10 Wellington St:

It is important to her that the integrity of the neighborhood is maintained and wants to know if the historic committee has a say on the Cutler property.

Glenbrook Way:

The Trust and Committee were informed that the hearing at Glenbrook was started in front of the Medway Zoning Board of Appeals. This project was well received. The main issues were parking and snow removal. There was an initial meeting with the department heads to review the submittal. The applicant is requesting very few waivers. Each of the units will have full basements. There will not be a central dumpster for trash but will instead be at individual units. There was a question if these will be inclusiveness of the units.

Resident Alexander wanted to know if this will be private or public. The financing of this would need to be presented to make sure either way is sustainable and viable.

Grant Agreement:

The Trust and Committee were provided with the grant agreement between Medway Affordable Housing Trust and the Metro West Collaborative Development, Inc. This document was prepared by town counsel. It will also be reviewed within the various departments. This will be voted on at the next meeting.

4-5 Kingston Lane:

The application deadline for the Kingston Lane units was last week. The lottery will be taking place over on Wednesday June 21, 2017 at 6:30 pm at the Senior Center. There have been at least three submittals. The qualifications of those submittals will be reviewed. The Trust asked that a meeting be posted in case there is a quorum. It was mentioned that the old water heater needs to be removed. Member Lapan will let DPW know.

Affordable Housing Trust Finance:

Departmental Bills:

On a motion made by Glenn Trindade and seconded by LaPan, the Trust voted unanimously to pay the following invoices:

• K P Law	58.50
• Eversource:	\$34.07
• Eversource:	\$43.51
• Columbia Gas	\$47.02
• Burroughs Plumbing	\$480.00
• Russo	\$286.00
• Woodside condo	\$132.22
• Woodside condo	\$132.22
• Town of Medway	\$252.23 (water, sewer, trash)
Total:	\$1465.77

Future Meeting:

- To be determined.

Adjourn:

Trust:

On a motion made by Glen Trindade and seconded by Judi LaPan, the Trust voted unanimously to adjourn the meeting at 8:30pm.

Committee:

On a motion made by Bob Ferrari and seconded by John Parlee, the Trust voted unanimously to adjourn the meeting at 8:30pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Initially Edited,
Doug Havens
Housing Coordinator
Approved July 18, 2017