



Town of Medway
Affordable Housing Committee
Affordable Housing Trust

JOINT MEETING MINUTES

Wednesday, June 5, 2019

**76 Oakland Street
Medway, MA 02053**

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

Also Present:

Doug Havens, Community Housing Coordinator
Amy Sutherland, Recording Clerk

Chairman Sherry opened the meeting of the Affordable Housing Trust at 7:00 p.m.
Chairman Ferrari opened the meeting of the Affordable Housing Committee at 7:00 p.m.

Medway resident, Mr. Jack Wolfe was present at the meeting since he is interested in serving on the Affordable Housing Committee/Trust. He did meet with the Chairman of the Affordable Housing Trust. Mr. Wolfe provided his personal background to the members.

Chairman Sherry would like to recommend Mr. Wolfe for appointment on June 17, 2019.

Approval of Minutes:

May 2, 2019:

Affordable Housing Trust:

On a motion made by Glen Trindade and seconded by John Parlee, the Affordable Housing Trust voted unanimously to approve the minutes from May 2, 2019 with noted revisions.

Affordable Housing Committee:

On a motion made by Bob Ferrari and seconded by Alison Slack, the Affordable Housing Committee voted unanimously to approve the minutes from May 2, 2019 with noted revisions.

Cutler RFP Status:

Doug Havens communicated that the first draft of the appraisal was received. Some of the comments are being included. This document will be ready within a week and presented to the Committee/Trust at the next meeting.

Chairman Sherry will issue the RFP and review responses with Doug and Barbara Sainte Andre as previously authorized. Final agreement must be authorized by vote of the Trust.

The property continues to be maintained by the Town of Medway DPS. It will be sold "As Is".

Millstone Village:

Doug Havens informed the Trust/Committee that the letter for Millstone Village regarding the air conditioners has not gone out since four of the eight units have air conditioning.

The Committee/Trust is still not pleased that the applicant communicated that all amenities will be the same. The developer did not keep his word.

The town needs to make sure that there is language in place so that this does not happen again.

The Trust/Committee would still like a letter written and sent to various Boards/Committees to inform them of the what happened and how this should be changed in the future.

Longer term, He hopes to work with State representatives to establish a more comprehensive standard for affordable unit construction than that currently available in DHCD's Comprehensive Permit Guidelines.

Glen Brook:

The Town Meeting voted for commitment of \$1,000,000 funds for Glen Brook Way Phase 2, bringing the Town's total commitment to \$2,000,000. Formal documentation will be presented at a later meeting for review and formal consideration.

39 Main Street:

There have been two hearings for 39 Main Street. The applicant met with the Design Review Committee. Conservation Commission did a site visit and there were no issues. Approval of the application by the ZBA will have a huge impact on the Town's goal of surpassing 10% on the Subsidized Housing Inventory.

176 Main Street:

Doug Haven recommends that the Trust provide the Chairman the approval to sign the LAU Application.

On a motion made by John Parlee and seconded by Glenn Trindade, the Trust voted unanimously to support and authorize Chairman Sherry to sign the LAU application.

The marketing agent for this is Susan Jacobson from the Town of Norfolk. The base price to market and stage a lottery is approximately \$5,000.00 due to the cost of implementing an Affirmative Fair Housing Marketing Plan being the same for 1 or 10+ units.

FINANCES:

The Trust/Committee discussed that there needs to be better understanding of CPA cash flow.

Doug informed the Committee/Trust that he is working on a grant application which would be applied to a Capital Project in Town. The project would be for sidewalk from Glenbrook to Rt. 126 in Bellingham. The grant application is due July 20, 2019.

On a motion made by Glenn Trindade and seconded by John Parlee, the Affordable Housing Trust voted unanimously to pay the presented bill for Eversource in the amount of \$45.70.

On a motion made by Glenn Trindade and seconded by John Parlee, the Affordable Housing Trust voted unanimously to pay the presented bill for Legal Counsel in the amount of \$600.00.

NEXT MEETING:

- Wednesday, July 31, 2019

ADJOURN:

On a motion made by Glenn Trindade, and seconded by John Parlee, the Affordable Housing Trust adjourned the meeting at 7:45 pm.

On a motion made by Bob Ferrari, and seconded by Alison Slack, the Affordable Housing Committee adjourned the meeting at 7:45 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary