



AFFORDABLE HOUSING TRUST
AFFORDABLE HOUSING COMMITTEE
Town of Medway

JOINT MEETING MINUTES

July 7, 2016

Medway Senior Center, 76 Oakland Street

	Present	Absent		Present	Absent
<u>Trust Members:</u>					
Ann Sherry, Chair	<input type="checkbox"/>				
Judi LaPan	<input type="checkbox"/>		Glenn Trindade		<input type="checkbox"/>
John Maguire	<input type="checkbox"/>		John Parlee	<input type="checkbox"/>	
<u>Committee Members</u>					
Bob Ferrari, Chair		<input type="checkbox"/>	John Parlee	<input type="checkbox"/>	
Michael Leone	<input type="checkbox"/>		Sue Rorke	<input type="checkbox"/>	
Judi LaPan	<input type="checkbox"/>		Alison Slack	<input type="checkbox"/>	

Also Present:

Douglas Havens, Community Housing Coordinator
Amy Sutherland, Recording Clerk

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

Member Slack called the meeting of the Medway Affordable Committee to order at 7:01 pm.

Minutes:

June 2, 2016:

Affordable Housing Trust:

On a motion made by John Parlee and seconded by John Maguire, the Medway Affordable Housing Trust voted unanimously to accept the minutes from June 2, 2016.

Affordable Housing Committee:

On a motion made by Sue Rorke and seconded by John Parlee, the Medway Affordable Housing Committee voted unanimously to accept the minutes from June 2, 2016.

Report of CHC:

6 Cutler Street:

The Request for Proposal for 6 Cutler will be available in the coming weeks. It was suggested that all members of the trust be part of the RFP Drafting Committee since this is everyone's first time. There was a recommendation to include a member of the Finance Committee and

Historical Committee when reviewing proposals. Tina Wright and Jim Wieler were recommended prospects. Member Slack will reach out to those recommended.

Doug Havens will poll for meeting dates to work on the RFP.

Zoning Workshop:

The members are in receipt of a memo from the Metropolitan Area Planning Council. Coordinator of the Planning and Economic Development Board, Susy Affleck-Childs was present at the meeting to explain that there will be an advisory committee formed to review the Town's inclusionary zoning laws with MAPC consultants funded by a \$10,000 technical grant from the agency. The goal is to have a draft of any recommended changes to the bylaws by December 2016 and to propose an article for the May 2017 town meeting.

This committee is seeking one member of the Affordable Housing Trust and the Affordable Housing Committee to work on this. The Committee and Trust will recommend a name at the next meeting.

Metro West Collaborative Development:

Jennifer Van Campen from Metro West Collaborative Development was present to discuss a potential project on West Street, tentatively named Glen Brook Way. She explained that her organization has a purchase and sale agreement for this property. It was an old subdivision which was approved but never built. The design and engineering work was currently done.

The collaborative hopes to close on this property in the fall. The goal is approach this project as a friendly 40 B with the potential of 25-35 rental units, managed by a third party. The 40 B options required the support of the local housing groups and the Board of Selectmen Jennifer has already had preliminary discussions with Stephanie Mercandetti and also Susy Affleck-Childs. Jennifer wanted to know if the Affordable Trust is able to indicate support with a small grant/loan at this stage as well as provide more significant funding for development.

This project is clearly in line with major goals set forth in the updated Housing Production Plan, providing badly needed rental housing and providing incremental safe harbor.

The trust will have Doug put together a notice of funding availability. This will be reviewed by town counsel. Doug will provide something for the next meeting.

Cutler St.

On a motion made by Judi LaPan and seconded by John Parlee, the Trust voted unanimously to gift the stoves from Cutler Street to the Medway VFW as is, with all associated costs to be incurred by the VFW.

2-6 Woodside Units:

As a condition of settlement in bankruptcy, the Mortgagee has agreed to adopt the universal deed rider when accepting title to 2-6 Woodside.

4-5 Woodside Units:

The members were made aware that there was a refrigerator and microwave purchased as preparation of the unit for resale. The deck was power washed and stained. Other work is continuing. Doug will put together an itemized list of the improvements and will submit to CHAPA for reimbursement. The goal is to have all the work done within the next two to three weeks and have resale notice to public registry by September 1, 2016 and marketed for a late October lottery. Trustees agreed to take advantage of the toilet rebate program.

Doug informed the members that, as directed, he is working on a letter to the Attorney General's office about expenses incurred due to lack of precedent enforcing the unpermitted financing clause in older deed riders.

Housing Production Plan Matrix:

The housing production plan matrix has been updated.

Invoices:

The members are in receipt of a list of invoices to be paid.

On a motion made by Judi LaPan and seconded by Ann Sherry, the Trust voted unanimously to pay the invoices as listed.

On a motion made by Judi LaPan and seconded by John Maguire, the Trust voted unanimously to pay \$132.00 for monthly condo fees at Unit 4-5 until the property sells.

Doug informed the members that he has met with the accountant to begin the process of better aligning the chart of accounts with the "buckets" created upon the infusion of funds from CPC.

Adjourn:

Trust:

On a motion made by Judi LaPan and seconded by Mike Leone, the Committee voted unanimously to adjourn the meeting at 9:00 pm.

Committee:

On a motion made by Ann Sherry and seconded by John Maquire, the Trust voted unanimously to adjourn the meeting at 9:00 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary
Approved August 4, 2016