



JOINT MEETING MINUTES

May 5, 2016 - Medway Senior Center, 76 Oakland Street

| | Present | Absent | | Present | Absent |
|---|---------|--------|----------------|---------|--------|
| <u>Board 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 | | ✓ | | | |
| <u>Also Present:</u> | | | | | |
| Douglas Havens, Community Housing Coordinator | | | | | |
| Amy Sutherland, Recording Clerk | | | | | |

Affordable Housing Committee:

Chairman Ferrari called the meeting for the Medway Affordable Housing Committee to order at 7:00 pm.

Affordable Housing Trust:

Chairman Sherry called the meeting for the Medway Affordable Housing Trust to order at 7:01 pm.

MINUTES - April 7, 2016:

On a motion made by John Maguire and seconded by Glenn Trindade, the Medway Affordable Housing Trust voted to accept the minutes from April 7, 2016.

RFP Consultant:

The Trust and Committee members were made aware that there were approximately 15 companies and individuals mailed the Solicitation for Bids for RFP consulting services. There were four proposals submitted:

| | |
|---------------|-------------------|
| Elmwood Homes | Sharon Loewenthal |
| LDS | Karen Sunnarborg |

It was acknowledged that all applicants were qualified and respected. Preference was expressed for a larger entity, having a good degree of surge capacity (LDS, Sunnarborg). It was noted that Karen Sunnarborg referenced a number of similar projects. The hourly billing rate of both companies are similar. It was suggested that the references be checked.

On a motion made by Glenn Trindade and seconded by Jack Maguire, the Trust voted to approve the consulting group LDS with the condition that references be checked and are found more favorable.

RFP Committee for 6 Cutler:

The Trust and Committee was supplied with a list of potential members to serve on a prospective RFP Evaluation Committee. There were letters sent out to these prospective individuals last year. It was recommended that Doug reach out to these members again.

Regulatory Compliance:

Woodside Unit 2-6:

There was discussion that the community is quite upset about what has occurred with this unit. The woman who occupied this unit has moved out to Section 8 elder housing and her adult children have taken occupancy. The federal regulations do not check assets for elders.

The unit is over-leveraged with un-permitted loans. Her vacancy and having the children there is a further violation of terms of the affordable deed restriction. This unit may need to be bought and flipped with a new deed writer to protect it in perpetuity. The owner has sought bankruptcy protection and the Town successfully fought to keep the unit's affordability intact through the process.

Woodside Unit 4-5:

The bank has refused the first offer. They are now considering an offer of the maximum allowed \$124,900. For the process to work the bank needs to agree to a short sale. There is about \$15,000 worth of repairs which will need to be done, which can be recaptured upon resale.

The town has already spent over \$7,500.00 in legal fees. This is not acceptable since there is no check and balance system at either the Federal and State levels. There is an obligation on Towns to pursue enforcement but there appears to be no judicial precedent for enforcement and litigation costs are prohibitive on a case-by-case basis. It was determined to pursue these matters with U.S Representative Joe Kennedy and the State Attorney General.

On a motion made by Glen Trindade and seconded by John Parlee, the Trust voted unanimously to have Doug Havens contact the Attorney General's Office to communicate the issues with the noted situation.

On a motion made by Judi Lapan and seconded by Mike Leone, the Affordable Housing Committee voted unanimously to have Doug Havens contact the Attorney General's Office to communicate the issues with the noted situation.

Millstone Village:

The Trust and Committee were made aware that there were at least 30 inquiries for the 3 (of 8) affordable housing units currently available at Millstone Village. There were only 5 applications - all qualified for the lottery. The units will be allotted Tuesday night.

Grant:

Doug is in the process of writing a scope of work for the FY16 \$200,000 DHCD Line item.

Timbercrest:

The 1st public hearing for the 40 B Timbercrest Project was held Wednesday May 4, 2016.

Administration:

The Housing Production Plan matrix has been updated. It was recommended that there be subcommittees formed to address some of the specific goals.

Peer Network Meeting:

The Trust and Committee were made aware that Doug attended a peer network meeting on April 29, 2016 in Groton MA. There was information about *in lieu* payments. It is estimated that the average payment to Housing Trust is equal to about \$100,000/unit and the estimated average cost of developer subsidy is equal to \$240,000/unit. Medway's standards should be reviewed in the future to reflect a preference for building in place.

CPC Recommendations:

CPC Member Allison Slack indicated that there was discussion at the last CPC meeting resisting the requested transfer of the Community Housing earmarked funds to the Trust based on the notion of returning Trust accounts to their inaugural levels. A compromise was reached transferring most of the requested amount to the Trust and arranging for the balance to be transferable, as needed, without requiring a return to Town Meeting.

The CPC chair recommended that future requests for funds be for specific projects with details relating to cost provided.

Eversource Bill:

The Committee discussed that the payment to Eversource was approved at the last meeting. The bill has not been paid to date. Doug is working with Eversource to resolve this matter.

Payment processing:

The Trust and Committee discussed that the current warrant system could hinder the trust if they need funds quickly. Glen noted that if there is an emergency situation, the Board of Selectmen are able to sign a special warrant.

ADJOURN:

Affordable Housing Trust:

On a motion made by Glenn Trindade and seconded by Judi LaPan, the Affordable Housing Trust Fund adjourned their meeting at 8:25 pm.

Affordable Housing Committee:

On a motion made by Bob Ferrari and seconded by John Parlee, the Affordable Housing Trust Fund adjourned their meeting at 8:26 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Initially Edited,
Doug Havens
Housing Coordinator
Approved June 2, 2016