



AFFORDABLE HOUSING TRUST

Town of Medway

Affordable Housing Trust Fund

Affordable Housing Committee

JOINT MEETING MINUTES

October 6, 2016

Medway Senior Center, 76 Oakland 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		✓
<u>Also Present:</u>					
Douglas Havens, Community Housing Coordinator					
Amy Sutherland, Recording Clerk					
Dan Merrikin, Paul Revere Estates					

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

The Affordable Housing Committee Chairman Ferrari called the meeting for the Medway Affordable Housing Committee to order at 7:11 pm.

Paul Revere Estates:

Dan Merrikin was present to represent a plan for Paul Revere Estate. The project location is 39 Main Street. This is a 13.6 acres parcel with some wetlands. The owner wants to subdivide this into 6 new lots which triggers the affordable housing inclusionary bylaw. Mr. Merrikin proposed the donation of one of the lots “in lieu” to the Trust since, it is not economically feasible to build an affordable unit. The “in lieu” allowance is contingent on the Trust being willing to accept the donation. The applicant did discuss going to the conservation commission to get an order of conditions that the noted parcel is buildable. This permit would go with the land. The remaining land will probably be sold to a single developer.

The Committee and Trust is not ready to take any action on will plan to meet on this again prior to the Planning Board meeting on October 25, 2016.

The Trust/Committee would like a letter from Mr. Merrikin indicating his intentions and agreement to seek an order of conditions.

Minutes:

September 1, 2016

On a motion made by Glenn Trindade and seconded by Judi LaPan, the Trust voted unanimously to accept the minutes from September 1, 2016.

On a motion made by John Parlee and seconded by Judi LaPan, the Committee voted unanimously to accept the minutes from September 1, 2016.

Glenn Brook:

There was discussion about seeking \$25,000 for determination of feasibility of developing Glen Brook Way on the property at 33 West Street. This will be placed on the next Board of Selectmen agenda for discussion. There was no further action in this item.

Cutler Street:

The members are in receipt of the edited version of the request for proposals for the Cutler Street property. Counsel's opinion regarding lease or sale of the property to a developer is still pending. The release of an RFP must first be filed in the Central Registry. There will be an official vote of the RFP at the next meeting.

Disposition of Contents:

There has been a request by the VFW for the stoves. All were in agreement that the stoves are of no value.

Woodside:

Units 2-6:

The bank has taken title to 2-6 Woodside. There are still items which be removed from the unit.

Units 4-5:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust Affordable Housing Trust voted by roll call vote to sell certain real estate property known as unit 4-5 in the Woodside Condominium and having an address of 4 Kingson Lane, Unit 5, Medway MA, in compliance with the affordable housing deed restriction as recorded at the Norfolk County Registry of Deeds: Book 34101, Page 578, in such a manner as to qualify for inclusion on the Massachusetts Department of Housing and Community Development's Subsidized Housing Inventory.

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

Doug will proceed with contracting to have the unit cleaned and readied for sale. Doug indicated he has been cleared by CHAPA to market the unit and is considering a new form of lottery that designed to save the expense of income qualifying all entries. In recognition of Doug's limited time, the Trust decided to pay for a real estate agent to market the unit.

On a motion made by Glenn Trindade and seconded by Judi LaPan, the Trust voted to authorize the housing coordinator to have a realtor list Unit 4-5.

Doug will communicate with CHAPA on dates and timelines.

Units 5-7:

The members were made aware that there has been a lien placed on Units 5-7 by the condo association. There has been no legal action taken on this.

The members discussed making a motion to pay 4-5 condo fees in a lump sum upon sale of the unit. This vote will be at the tentative meeting set for Wednesday, October 19, 2016. Doug will seek agreement from the property management company.

Millstone Village:

Some of the members visited Millstone Affordable Units. The units are uniform in look and size.

Website:

There was discussion about who is responsible for maintaining the website. IT should be asked to post materials as they are produced. Doug offered to "map" the Affordable Housing homepage.

DHCD L1 Vote on Contract Revision:

Amendment of Use of Funds:

On a motion made by Glenn Trindade and seconded by Ann Sherry, the Trust voted unanimously to authorized by M.G.L. Chapter 44, Section 55 c and by the Town Meeting on June 13, 2011, the Community Housing Coordinator is authorized, as agent, to negotiate and approve amendment of the contracted use of funds provided in FY16 DHCD LI7004-009 to include expending up to \$25,000 for the provisions of seed money for projects proposing to build affordable housing in Medway that qualifies for inclusion on Massachusetts Department of Housing and Community Development's Subsidized Housing Inventory.

Medway Affordable Housing Overview:

The Trust and Committee is in receipt of the document entitled Medway Affordable Housing Overview. Several editing suggestions were noted by the drafting group. The Committee and Trust appreciate the time invested in producing this document.

AHT Finance:

The Trust is in receipt of the following invoices for payment:

Eversource:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust voted unanimously to pay the bill for Eversource for \$395.65 for Cutler.

Eversource:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust voted unanimously to pay the bill for Eversource for \$211.67 for 4-5 Kingson.

Columbia Gas:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust voted unanimously to pay the bill for Columbia Gas for \$16.61 for 4-5 Kingson.

Town of Medway:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust voted unanimously to pay the bill for Water & Sewer for \$62.60 for Cutler.

Town of Medway:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust voted unanimously to pay the bill for Water & Sewer for \$123.50 for Kingson.

Kopelman and Paige:

On a motion made by Glenn Trindade and seconded by John Parlee, the Trust voted unanimously to pay the bill for Kopelman and Paige for \$906.50 for 2-6 Kingson.

Position of CHC:

The Chair Ann Sherry will discuss with Town Administration the position of the Community Housing Administrator to clarify supervisory roles and time limitations.

Adjourn:

Trust:

On a motion made by Glenn Trindade and seconded by Ann Sherry, the Trust voted unanimously to adjourn the meeting at 8:35 pm.

Committee:

On a motion made by Bo Ferrari and seconded by Sue Rorke, the Committee voted unanimously to adjourn the meeting at 8:36 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Initially Edited,
Doug Havens
Community Housing Coordinator